Minutes of the Starke County Public
Library System's Board Meeting
August 11, 2026

Members Present:
Steve Dodge, Susan Lucas, Ruth Bailey, Rebecca Despot, Heather Quinn
Non – Members Present:
Kathleen Bowman – Director

I. **Call to order** –Steve Dodge called the meeting to order at 4:15 P.M.

II. **Public Comment**: No Public Comment

III. **Amendment/Acceptance of Proposed Agenda**
Rebecca Despot made the motion to approve the agenda as presented. **Susan Lucas** seconded; motion passed unanimously.

IV. **Approval of Minutes**
Susan Lucas made the motion to accept the **July 11, 2026, Regular board meeting minutes** as amended. **Heather Quinn** seconded; motion passed unanimously.

V. **Approval of claims for August 2026**
Susan Lucas made the motion to approve the **Allowance of Accounts Payable Voucher in the amount of $149,850.29 for August 2026. Rebecca Despot** seconded; motion passed unanimously.

VI. **Financial Reports were given by Director Bowman.**

A. Bank Reconciliation Reports
Director Bowman discussed the Cash Summary and Reconciliation reports for Key Bank and 1st Source bank for the month of July 2026.

B. Fund Report
Director Bowman informed the board how the fund report balance should always match the depository and cash reconcilement balances.

C. Revenue and Expenditure Report
Director Bowman informed the board we are on track with spending. There was nothing out of the normal in the revenue report for the month of July 2026.

D. TrustIN Investment Report
Director Bowman informed the board of the monthly yield of interest for the Rainy Day Fund.

VII. Director's Report

The Director's Report was given by Director Bowman. Information pertaining to Dolly Parton's Imagination Library, ongoing programming, and upcoming closures was given.

VIII. Monthly Statistical Report

The July 2026 Monthly Statistical report was given by Director Bowman.

IX. Personnel Actions

There were no personnel actions to come before the board.

X. New Business

A. Policy 401 Work Weeks Amendment

Susan Lucas made the motion to accept the amendment on Policy 401 Work Weeks as presented. **Heather Quinn** seconded; motion passed unanimously.

B. Policy 406 Overtime Amendment

Rebecca Despot made the motion to accept the amendment on Policy 401 Overtime as presented. **Susan Lucas** seconded; motion passed unanimously.

C. Salary Schedule

Susan Lucas made the motion to accept the updated Salary Schedule, which retroactively began January 16, 2026. **Rebecca Despot** seconded; motion passed unanimously.

D. Friends of the Library

Director Bowman informed the Library Board of the Friends of the Library Officers. The next meeting will be Thursday, September 3, 2026, at 1PM. Director Bowman also asked that the Board designate a trustee to attend Friends of the Library meeting; the Friends will also be designating someone to attend Board Meetings.

E. Resolution to Transfer Money to Payroll Bank Fees

Rebecca Despot made the motion to approve the Resolution to Transfer Money to Payroll Bank Fees, in the amount of $2,000.00. **Susan Lucas** seconded; motion passed unanimously.

XI. Any additional business to come before the board

Ruth Bailey brought up the need to resurface/repaint the Handicap Parking Spots and Lines; saw a car parked where it shouldn't be.

Rebecca Despot asked about how the Library staff do outreach events—Director Bowman explained that she allows staff to flex hours throughout the two-week pay period the event falls under.

XII. Adjournment

Ruth Bailey made the motion to adjourn the **August 11, 2026** regular board meeting**. Rebecca Despot** seconded; motion passed unanimously.
Time 4:46 P.M.