

Minutes of the Starke County Public
Library System's Board Meeting
December 9, 2025

Members Present:

Kim Gingher, Susan Lucas, Heather Quinn, Steve Dodge, JoAnne Bailey, Rebecca Despot

Non – Members Present:

Kathleen Bowman – Director

- I. **Call to order** –Kim Gingher called the meeting to order at 4:28 P.M.
- II. **Public Comment:** No Public Comment
- III. **Amendment/Acceptance of Proposed Agenda**
Steve Dodge made the motion to approve the agenda as presented.
Rebecca Despot seconded; motion passed unanimously.
- IV. **Approval of Minutes**
Steve Dodge made the motion to accept the **November 11, 2025, meeting minutes** as presented. **JoAnne Bailey** seconded; motion passed unanimously.
- V. **Approval of claims for December 2025**
Susan Lucas made the motion to approve the **Allowance of Accounts Payable Voucher in the amount of \$264,771.10 for December 2025.** **Steve Dodge** seconded; motion passed unanimously.
- VI. **Financial Reports were given by Director Bowman.**
 - A. Depository and Cash Reconciliation
Director Bowman discussed the depository and cash reconcilements for Key Bank and 1st Source bank for the month of November 2025.
 - B. Fund Report
Director Bowman informed the board how the fund report balance should always match the depository and cash reconciliation balances.
 - C. Appropriation Report
Director Bowman informed the board we are on track with spending.
 - D. Revenue Report
Director Bowman informed the board there was nothing out of the normal in the revenue report for the month of November 2025.

VII. Director's Report

The Director's Report was given by Director Bowman. Updates included: Dolly Parton Imagination Library update, and other happenings around the Library System.

VIII. Monthly Statistical Report

The November 2025 Monthly Statistical report was given by Director Bowman.

IX. Personnel Report

Steve Dodge made a motion to approve the **Personnel Report** as amended. **JoAnne Bailey** seconded; motion passed unanimously.

X. New Business

A. Resolution to Pay Year-End Bills

Steve Dodge made a motion to accept **Resolution to Pay Year-End Bills** as presented. **Rebecca Despot** seconded; motion passed unanimously.

B. Any Business to come from Executive Session

- i. **Steve Dodge** made a motion to accept **Lisa Boyle's** letter. Extending her Leave of Absence to February 1, 2025. **JoAnne Bailey** seconded; motion passed unanimously.

- ii. **Rebecca Despot** made a motion to increase **Director Bowman's salary** to \$70,881.93. **Steve Dodge** seconded; motion passed unanimously

XI. Any additional business to come before the board

There was no additional business to come before the board.

XII. Adjournment

JoAnne Bailey made the motion to adjourn the **December 9, 2025** regular board meeting. **Steve Dodge** seconded; motion passed unanimously.
Time 4:50 P.M.