

CUTPL Board Meeting Minutes September 19, 2023

Time: 7:00 pm

Place: North Meeting Room, CUTPL

Call to Order and Pledge of Allegiance

Meeting was called to order by board member Karen Boland at 7:01 p.m.

Members/Attendance: Karen Boland, Amy Kindernay, James Wolf and Martin Oosterbaan. Others present: Cathy Thomas – Treasurer. Other current and former employees and interns were in attendance as part of an estimated attendance of over 75 members of the community.

A quorum was established, as four duly-appointed board members were in attendance. Additional appointments are expected within 30 days for board slots to be filled by the Culver town council, the county council, and the county commissioners.

Agenda approval: Motion to approve the amended agenda made by Oosterbaan, seconded by Kindernay. Approved 4-0.

Secretary's Report: Minutes for the August 15, 2023 board meeting were sent to members of record on August 21st, reviewed, revised and reissued. The same minutes were circulated to board members of record as of September 19, 2023 for review. Motion to approve the meeting minutes for August was made by Wolf and seconded by Kindernay. Approved 4-0.

Approve New Legal Council: Adam Lukenbill of Lukenbill & Lukenbill submitted a letter of resignation as attorney for CUTPL effective 9/13/2023, suddenly, giving the board no notice nor ability to arrange for an orderly transition to new counsel. In the absence of legal counsel for the library, Boland suggested using Barnes and Thornburg, bond counsel for CUTPL, as counsel. Oosterbaan asked if the selection was interim or ongoing and Boland advised the selection was interim. Motion to approve Barnes and Thornburg was made by Oosterbaan and seconded by Wolf. Motion passed 4-0.

Election of Officers: Boland called for nominations of officers, beginning with president, and also asking for nominations for vice president and secretary, noting that CUTPL Financial Manager Cathy Thomas was currently serving as Treasurer and would remain so at present. Oosterbaan nominated Boland as president of the CUTPL board of trustees, seconded by Kindernay. Motion passed 4-0. Boland nominated Kindernay as vice president, seconded by Oosterbaan. Motion passed 4-0. Boland nominated Oosterbaan as secretary, noting that he previously served as board secretary. Motion passed 4-0.

Approve Signatories on Accounts: Boland suggested that all four board members be approved as signatories on bank accounts held by CUTPL. Motion was made by Wolf and seconded by Kindernay. Motion passed 4-0. Motion was made by Kindernay and seconded by Wolf to have Oosterbaan approved to have on-line control of bank account transactions. Motion passed 4-0.

Resignation Letters: Wolf motioned to accept the letters of resignation submitted to the board by library director Laura Jones and assistant director Erin Lawrence. Seconded by Kindernay. Motion passed 4-0.

CUTPL September Board Meeting Minutes (cont.)

Public Hearing on 2024 Budget: Noting that the hearing had been duly scheduled and noticed to the public, Boland called for a motion to open a public hearing on the 2024 library budget. Motion was made by Oosterbaan and seconded by Kindernay. The public hearing was opened at 7:08 p.m.

Treasurer Cathy Thomas presented the 2024 proposed budget reflecting a 4% increase over 2023 total budgeted expenses for the following funds: Rainy Day, General, Library Improvement. No action is to be taken on the proposed budget at this time. The board is to consider the proposed budget at the October regular meeting, giving all stakeholders 30 days to consider the proposed budget and provide comment. The proposed effect is to increase the dollars generated by the tax levy from \$411,457 to \$428,063. Thomas explained that the proposed increase was the maximum allowable by Indiana requirements. The impact on tax rates related to the library would be 4% if the total taxable valuations within the library district remain constant in 2024 over 2023. Increases in taxable valuations would create downward pressure on the tax rate related to the library. Those valuations are not yet available from the County, but will be available, along with the actual tax rate, prior to the Board's formal consideration and possible approval of the budget at their regular October meeting.

A question was asked and answered regarding the impact on property tax rates. Another question was asked regarding the proposed library redesign project. Thomas confirmed that expenses for design are charged to the bond fund, and are independent of the operating budget that is the subject of the public hearing. Oosterbaan advised that while the board had voted to approve pursuit of a plan for redesign of the library, but had yet to be advised of the costs of the proposed redesign work, and would include the library redesign as an agenda item for the board's regular October meeting. At that time a full status, cost estimate and financing disclosure will be publicly provided to stakeholders with information known as of that date.

A motion was made to close the public hearing by Oosterbaan and seconded by Boland at 7:28 p.m. The motion passed 4-0.

Public Comment. Boland requested public comment. Over the next 60 minutes a discussion was held covering the following topics:

- The number of board members under CUTPL Bylaws, the process for appointment by each of the 5 governmental and quasi-governmental bodies making the seven board appointments: Culver Community Schools (3), Marshall County Commissioners (1), Marshall County Council (1), Culver Town Council (1), Union Township Trustee (1).
- Availability of board minutes and Bylaws. President Boland committed to restoring access to these documents on the CUTPL website.
- Calendar terms for each board member. Wolf is appointed through year end 2023. Kindernay through 2024. The remainder will be confirmed and communicated either before and at the next regular board meeting.
- Who provided the documents relating to library personnel and board changes that appeared on social media?

CUTPL September Board Meeting Minutes (cont.)

- Statutory requirements for the library director position.
- Clarification of Esmie Rodger's status with CUTPL. Rodgers is currently serving as a volunteer at CUTPL.
- Other employment questions: Who can make hires for the library at present? Under the current Bylaws, the board hires the director and the director is responsible for staffing within the budget approved by the board. Currently, additional hires to staff must await the hiring of a library director or the appointment of an interim director. Changes in the Bylaws could allow the board to make operational decisions. Changes in Bylaws require 30 day public notice. No notice was given at the meeting.
- Does the board have the ability to change the library hours? Working parents have limited ability to visit the library during current scheduled hours. The board agreed to look at this question, noting additional hours would require additions to staff.
- Employee compensation, particularly in view of recent events: bonus payments.
- President Boland committed to moving forward openly and correctly.
- Employee communications have the potential for improvement.
- The Board was supportive of a strong Friends of the Library organization.
- A suggestion was made to source recent CUTPL employees to assist at this time.
- Staffing and organizational models.

CUTPL September Board Meeting Minutes (cont.)

Adjournment: Motion to adjourn made by Kindernay and seconded by Oosterbaan. Approved 4-0 at 8:24 p.m.

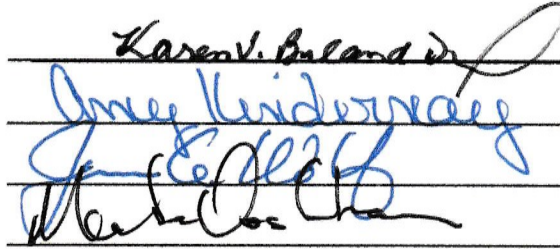
Minutes respectfully submitted by Martin Oosterbaan

Karen Boland

Amy Kindernay

James Wolf

Martin Oosterbaan

Handwritten signatures of Karen Boland, Amy Kindernay, James Wolf, and Martin Oosterbaan, each written over a horizontal line.

Board Approval: 9/22/23