

Wednesday, January 15, 2025

Prior to the public meeting, The Sullivan County Public Library Board of Trustees held an executive session at the Sullivan County Public Library Annex at 4:00pm. The executive meeting adjourned at 5:00pm. The public meeting was called to order by Susan at 5:10pm.

Library Board: Susan Brooks, President; Aaron Greve, Vice-President; Katie Couch, Secretary; Jo Linda Lyttle, Treasurer; Terri Roberts; Sarah Hannon; Chris Gentry

Library Staff: Tammy Secrest, Accounting Manager

I. Approving and Signing the December Minutes

Katie made a motion to approve. Aaron seconded and the motion passed.

II. Approving and Signing the December Claim Sheet

Jo made a motion to approve. Chris seconded and the motion passed.

III. Approving and Signing the Year End Claim Sheet

Chris made a motion to approve. Jo seconded and the motion passed.

IV. Approving the Amended 2025 Salary Resolution

Terri made a motion to approve. Sarah seconded and the motion passed.

V. Public Input Period

No public comment at this time.

VI. Old Business

a. Friends

No updates at this time.

b. Hafer Architects

The pre-bid meeting is scheduled for January 22 at 10 am.

c. Director Position

Chris made a motion to hire Rachel Winner for the director position. Sarah seconded and the motion passed. Terri chose to abstain from the vote. There were 5 yes votes and one abstain.

d. Insurance

All policies have been updated and paid for.

VII. New Business

- a. **2024 EOY Salary Resolution**
Sarah made a motion to approve the resolution. Jo seconded and the motion passed.
- b. **Designation of Newspaper for Publishing**
Katie made a motion to approve the Sullivan Times for all publishing needs. Chris seconded and the motion passed.
- c. **Election of Board of Finance Officers**
Chris made a motion to keep Susan as president and Jo as secretary. Katie made a motion to adjourn. The meeting adjourned at 5:35.
- d. **Investment Report**
The board discussed the LIRF account and whether or not to move any additional funds to TrustIndiana. A decision was made to keep all accounts where they currently stand.
- e. **PLAC Quarterly Report**
Nothing to report at this time.
- f. **Appropriation Transfers**
Chris made a motion to approve the transfers with none outside of the major categories. Katie seconded the motion.
- g. **Rainy Day Fund Transfer**
SCPL will move 10% or \$185,921 of the 2024 budget amount to the Rainy Day fund. Chris made a motion to approve the transfer. Terri seconded and the motion passed.
- h. **Tuition Reimbursement for April Cox**
Aaron made a motion to approve the \$1000 reimbursement. Chris seconded the motion.
- i. **Employee Review**
Katiesha Benson as Museum Curator should be added to Saturday rotation schedule as all other public-facing department head positions are.
- j. **Miscellaneous**
 - i. Purchase Reports- Katiesha may choose one of the smart board options for the museum. The cost will not exceed that of the most expensive handout provided. The board also approves 3 clothing display mannequins and other archival items from Gaylord. Katie made a motion to approve the purchases. Sarah seconded the motion and the motion passed.
 - ii. The board agreed that no snacks/drinks should be purchased for anything other than a specific program. The motion passed.

- iii. Katie Springer as legal counsel- Chris made a motion to approve. Aaron seconded the motion. Susan submitted the final 2024 bill from her office.
- iv. The board consulted former Director, Jordan Orwig by phone on the salary offering for hiring Rachel. He confirms the salary classification is \$20-35 per hour. The board decides to offer the lowest amount of \$20 per hour for the 90-day probationary period. Chris made a motion to approve the salary offer. Sarah seconded and the motion passed.
- v. Rachel is called back to the annex. She was offered the position and she accepted.

VIII. Adjournment

Susan adjourns the meeting at 6:40 pm. Chris made a motion to adjourn. Sarah seconded the motion and the motion passed.

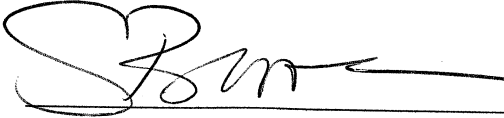
Time: 6:40 pm

NEXT MEETING: February 12, 2025

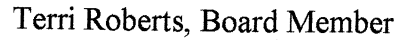
cc: Katie Springer, Attorney at Law

Board Members

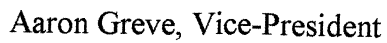
January 15, 2025



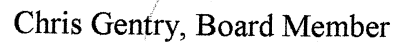
Susan Brooks, President



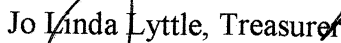
Terri Roberts, Board Member



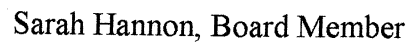
Aaron Greve, Vice-President




Chris Gentry, Board Member



Jo Linda Lyttle, Treasurer



Sarah Hannon, Board Member



Katie Couch, Secretary