

WARSAW COMMUNITY PUBLIC LIBRARY
310 East Main Street
Warsaw, IN 46580

LIBRARY DIRECTOR
Ann M. Zydek
June 7, 2023

BOARD OF TRUSTEES MEETING AGENDA
June 12, 2023, 4:00 P.M.
MEETING ROOM A/B

- A. CALL TO ORDER
- B. INTRODUCTION OF GUESTS
- C. READING AND APPROVAL OF AGENDA BOARD ACTION
- D. MINUTES OF LAST MEETING BOARD ACTION
- E. TREASURER'S REPORT BOARD ACTION
 - 1. May 2023 Financial Report
 - 2. Claims for June 2023
 - 3. Investments
- F. DIRECTOR'S REPORT
 - 1. Departmental Reports and Statistics for May 2023
 - 2. Staff/Trustee Update
 - 3. Building and Equipment Report
- G. COMMITTEE REPORTS
- H. OLD BUSINESS
- I. NEW BUSINESS BOARD ACTION
 - 1. Library Director Evaluation
- J. ADJOURNMENT BOARD ACTION

**WARSAW COMMUNITY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
May 8, 2023**

CALL TO ORDER

President Chris Merrill called the meeting to order at 4:00 PM on Monday, May 8, 2023. Members present: Jen Hicks, Ben Rice, Barbara Beck, Jill Beehler, Tim Keyes, and Cathi Zdenek. Also present: Director Ann Zydek, Business Administrator Renee Sweeny, and Marketing Administrator Robin Fosnaugh.

READING AND APPROVAL OF AGENDA

The agenda of the May 8, 2023 meeting was reviewed. Jill Beehler moved

THAT the board approves the agenda as presented.

SECOND: Cathi Zdenek

MOTION: Passed

READING AND APPROVAL OF MINUTES

The minutes of the April 10, 2023 monthly meeting was reviewed. Tim Keyes moved

THAT the board approves the minutes as presented.

SECOND: Barbara Beck

MOTION: Passed

TREASURER'S REPORT

Renee Sweeny reviewed the financial report, claims, and investments. Cathi Zdenek moved

THAT the board approves the treasurer's report as presented.

SECOND: Ben Rice

MOTION: Passed

DIRECTOR'S REPORT

Library Director Ann Zydek reported the library was closed to observe Good Friday, on April 7.

Staff members Stephanie Hershberger and Adrienn Stoltz worked their last day with the library on April 12 and April 14 respectively. A full-time position in Children's Services was divided into three fifteen-hour positions.

A leak in the HVAC system in the children's area was repaired.

Rider Electric installed a cover on a light fixture in the elevator mechanical room.

Jill Beehler commented the sunflower seeds she received from the seed library are starting to grow.

COMMITTEE REPORTS

Chris asked if there were any questions concerning the hiring process for the library director position. Jen Hicks inquired if the position was posted. Renee said she would post it by the end of the week.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

ADJOURNMENT

With no further business, Jen Hicks moved

THAT the meeting is adjourned at 4:20 PM.

SECOND: Barbara Beck

MOTION: Passed

Respectfully Submitted:

Attested:

Robin Fosnaugh
Marketing Administrator

Jill Beehler
Secretary