

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

LIBRARY DIRECTOR
Ann M. Zydek
July 5, 2023

BOARD OF TRUSTEES EXECUTIVE SESSION AGENDA
July 10, 2023 - 4:00 P.M.
ADMINISTRATION OFFICE

- A. CALL TO ORDER
- B. IC 5-14-1.5-6.1 (9) Discussion of Job Performance Evaluation of Individual Employees
- C. ADJOURNMENT

BOARD OF TRUSTEES MEETING AGENDA
July 10, 2023, 4:30 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. June 2023 Financial Report
 - 2. Claims for July 2023
 - 3. Investments
- F. DIRECTOR'S REPORT
 - 1. Departmental Reports and Statistics for June 2023
 - 2. Staff/Trustee Update
 - 3. Building and Equipment Report
- G. COMMITTEE REPORTS
 - 1. Library Director Candidates
- H. OLD BUSINESS
- I. NEW BUSINESS
- J. ADJOURNMENT BOARD ACTION

**WARSAW COMMUNITY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
June 12, 2023**

CALL TO ORDER

President Chris Merrill called the meeting to order at 4:03 PM on Monday, June 12, 2023. Members present: Ben Rice, Barbara Beck, and Cathi Zdenek. Members absent with prior notice: Jen Hicks, and Jill Beehler. Member absent without prior notice: Tim Keyes. Also present: Director Ann Zydek, Business Administrator Renee Sweeny, Marketing Administrator Robin Fosnaugh, and InkFree Reporter Liz Shepherd.

READING AND APPROVAL OF AGENDA

The agenda of the June 12, 2023 meeting was reviewed. Cathi Zdenek moved

THAT the board approves the agenda as presented.

SECOND: Barbara Beck

MOTION: Passed

READING AND APPROVAL OF MINUTES

The minutes of the May 8, 2023 monthly meeting was reviewed. Ben Rice 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. Barbara Beck moved

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

SECOND: Cathi Zdenek

MOTION: Passed

DIRECTOR'S REPORT

Library Director Ann Zydek reported the library was closed on May 29 to observe Memorial Day.

WCPL welcomed Stephanie Goodwin, Sarah Overstreet, and Sara Maseman to Children's Services.

Ann shared 2024 goals were included with departmental reports. Also included was a list of projects that is needed to refresh and repair the building.

Ann thanked Duane Herendeen for the presentation he provided the Morning Optimist.

Barbara Beck pointed out she was encouraged with the reading stats from 2013-2023. Ben Rice mentioned it was good to see the addition of welcome bags for new residents.

COMMITTEE REPORTS

There were no committee reports.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A date was established to hold an executive session on July 10 at 4 PM to discuss the director's job performance, and act as an exit interview.

ADJOURNMENT

With no further business, Ben Rice moved

THAT the meeting is adjourned at 4:20 PM.

SECOND: Cathi Zdenek

MOTION: Passed

Respectfully Submitted:

Attested:

Robin Fosnaugh
Marketing Administrator

Barbara Beck
Vice President