

Crown Point Community Public Library

Regular Meeting of the Board of Trustees

Monday, August 26, 2024

President Schuster, called the Board of Trustees meeting to order at 5:00 pm.

I. Roll Call

Present: Pat Schuster (via Zoom), Lauren Zurbriggen, Ryan Elinkowski, Kristin Mahle, Amy Nowaczyk, Marshall Anderson

Absent: Chris Tufts

Also present: Julie Wendorf, Kate Lodovisi, Erika Wagner, Peter Lewis, Alissa Williams, Jacqueline Randazzo

II. Approval of Meeting Agenda

- a. Trustee Nowaczyk made motion to amend agenda to add Erika Wagner to professional travel 9/23 for Early Childhood & Play Summit at Bellaboo's, second by Trustee Anderson. All in favor.
- b. Trustee Mahle moved to approve the meeting agenda as amended, second by Trustee Nowaczyk. All were in favor.

III. Approval of Minutes of Regular Meeting on July 29, 2024.

- a. Trustee Elinkowski moved to approve the minutes for Regular Board Meeting, second by Trustee Anderson. All were in favor.

IV. Financial Report

Trustee Anderson moved for:

- A. Approval of warrants #27098-#27147
- B. Approval of two transfer warrants for payroll on 8/30/24 and 9/13/2024
- C. Approval of net payroll deposits
- D. Approval of payroll related warrants #1629-#1632 and ACH Payments for Deferred Compensation, and PERF.
 - a. Second by Trustee Mahle. All were in favor.

V. President's Report- None

VI. Director's Report- Julie shared about the NILBA dinner, and a long-time employee retiring who is available to stay on as needed.

VII. Unfinished Business

- A. Program Reports-Reports provided in the packet or in print at the meeting.
- B. Travel Report- None
- C. INPRS Discussion – None

VIII. New Business

- A. Library Projects
 - i. HVAC system continues to have problems in reference section, waiting until weather cools down for repairs.
 - ii. Youth Services Teen Room will have a doorway installed beginning in September.
 - iii. Funding for internet access points throughout the building
 - iv. Winfield Story Walk Ribbon cutting
- B. Approval to publish 2025 Budget, number previously approved
 - a. Trustee Anderson made motion to approve, second by Trustee Elinkowski. All in favor with the exception of Trustee Schuster, abstaining from budget vote due to zoom attendance.
- C. Exempt/Non-Exempt Employee Status Change 2024
 - a. Trustee Mahle motioned to change exempt employee to non-exempt as of September 1st due to being under salary threshold, second by Trustee Elinkowski. All in favor.
- D. Exempt Salary threshold Correction
 - a. Trustee Nowaczyk motioned to authorize payment to the impacted employee for difference between their current salary \$38,398 and the July 1, 2024 salary threshold of \$43,888 for July 1-August 31 in the amount of \$1,248.36. Her status will change from Exempt to Non-Exempt effective September 1 and no longer make her accountable to the salary threshold. Seconded by Trustee Elinkowski. All in favor
- E. Exempt/Non-Exempt Employee Status Change 2025
 - a. Trustee Anderson motioned to make all full-time employees (excluding Director) who were previously exempt, nonexempt

as of January 1, 2025, seconded by Trustee Elinkowski. All in favor.

F. Approval of Policies

- a. Policy 305 – Background check policy, Trustee Nowaczyk moved to approve amending background check policy, seconded by Trustee Mahle. All in favor.
- b. Policy 310 – Child & Vulnerable Adult Protection Policy, Trustee Anderson made motion to review and renew policy, second by Trustee Zurbriggen. All in favor.

G. Approval of new employees

- a. Trustee Nowaczyk moved to approve new employees Amanda Risch, Page and Abbey Dissette, YS Clerk. Second by Trustee Elinkowski. All in favor.

IX. Professional Travel

- a. 09/06 – 12/13 ILF Management Cohort, Online – C. Baumeister, P. Lewis, J. Randazzo, A. Williams
- b. 09/23 Early Childhood & Play Summit, Bellaboos, Lake Station – J. Wendorf, A. Williams, E. Wagner
- c. 09/30 NILBA, PNW Westville – J. Wendorf, Library Board members
- d. 10/05 Calumet Heritage Conference, Hammond – J. Letcher
- e. 10/06-08 Back in Circulation Conference, Madison, WI – C. Genovese
- f. 10/26 ISL Genealogy & Local History Fair, Indianapolis – J. Letcher
 - i. Motion to approve by Trustee Anderson, second by Trustee Mahle. All in favor.

X. Acknowledgements

- A. Monetary donation from Marshall Anderson
- B. Monetary donation from Bonnie & Tom Parrish, in memory of Dakota “Levi” Stevens

XI. Public Comments- Carol Bangsberg, Carol Fisher

XII. Adjournment- Trustee Mahle moved to adjourn the meeting at 5:35 p.m. Second by President Schuster, all were in favor.

Crown Point Community Library
Minutes of Regular Meeting, Board of Trustees
August 26, 2024
Page Five

Respectfully submitted,



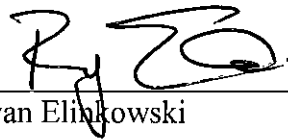
Patrick A. Schuster, President



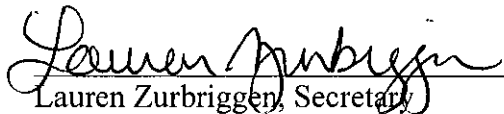
Kristin Mahle



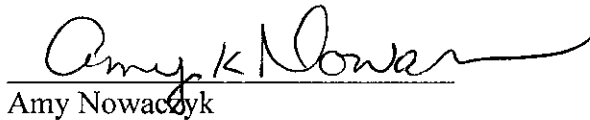
Marshall Anderson, Vice President



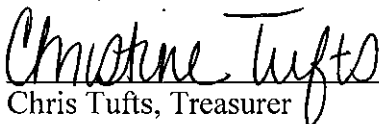
Ryan Elinowski



Lauren Zurbruggen, Secretary



Amy Nowaczyk



Chris Tufts, Treasurer