

## **Crown Point Community Public Library**

### **Regular Meeting of the Board of Trustees**

**Monday, November 25, 2024**

President Schuster, called the Board of Trustees meeting to order at 5:04 pm.

#### **I. Roll Call**

Present: Pat Schuster, Lauren Zurbriggen, Ryan Elinkowski, Kristin Mahle, Amy Nowaczyk, Marshall Anderson, Chris Tufts

Also present: Julie Wendorf, Kate Lodovisi, Laura Clemmons, Kyle Jeffries, Carol Fisher

#### **II. Approval of Meeting Agenda**

A. Trustee Tufts made motion to approve meeting agenda, second by Trustee Mahle. All in favor.

#### **III. Approval of Minutes of Regular Meeting on October 28, 2024**

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

#### **IV. Financial Report**

Trustee Tufts moved for:

A. Approval of warrants #27270-#27314

B. Approval of two transfer warrants for payroll on 11/29/24 and 12/13/2024

C. Approval of net payroll deposits

D. Approval of payroll related warrants #1642-#1645 and ACH Payments for Deferred Compensation, and PERF.

a. Second by Trustee Nowaczyk. All were in favor.

#### **V. President's Report- None**

#### **VI. Director's Report-** Julie shared about the library and her own involvement in several community outreach events, meetings and professional development opportunities including the recent ILF

Conference, NWIIWA Conference and Awards, and a Crown Point Community Foundation Fundraising event recently hosted at the library.

Julie shared that there are two Trustee appointments up for approval at the school board meeting happening following the board meeting. She is working with the ILF to develop an approach to the 2025 Legislative session and received word that our local bank was able to assist the library in submitting a request for reimbursement from the recent banking fraud experienced by the library.

## **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 repair was finally completed in Reference.
  - ii. Hyre Electric FOB wiring has been installed, ran into difficulties with key fob readers, found a solution and waiting for that to be completed.
  - iii. Door installation at Teen section is underway.
  - iv. Internet Access Point project has been completed.
- B. Report from Nominating Committee
  - a. Trustee Zurbriggen and Nowaczyk have made nominations for 2025 Board of Trustees Officers as follows:
    - i. President: Amy Nowaczyk
    - ii. Vice President: Kristin Mahle
    - iii. Treasurer: Chris Tufts
    - iv. Secretary: Lauren Zurbriggen
- C. Transfer to LIRF

## **IX. Professional Travel**

- A. 10/29 Baker & Taylor Momence Service Center Tour, Momence, IL – J. Wendorf, E. Wagner, A. Williams, M. Harrigan, L. Winfrey, J. Randazzo

- B. 11/21 Public Library Annual Report & Bookkeeping Workshop, Online  
– K. Lodovisi
- C. 12/03 Salute to the Governor, Blue Chip Casino, Michigan City – J.  
Wendorf
- D. 12/03-17 Reducing Staff Stress and Trauma, Online Class – J.  
Wendorf
- E. 12/18 4<sup>th</sup> Quarter Breakfast, Portage – J. Wendorf
  - i. Trustee Anderson motioned to approve, seconded by Trustee  
Mahle. All in favor.

**X. Acknowledgements**

- A. Monetary donation from Marshall Anderson

**XI. Public Comments- Carol Fisher**

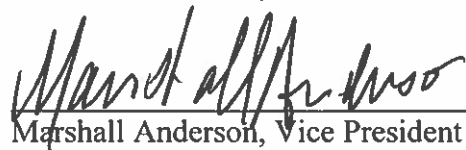
- XII. Adjournment-** Trustee Elinkowski moved to adjourn the meeting at 5:25 p.m. Second by Trustee Anderson, all were in favor.

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Minutes of Regular Meeting, Board of Trustees  
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Respectfully submitted,



Patrick A. Schuster, President



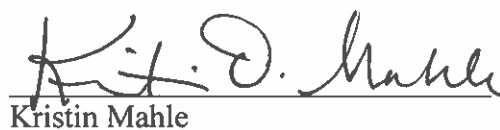
Marshall Anderson, Vice President



Lauren Zurbruggen, Secretary



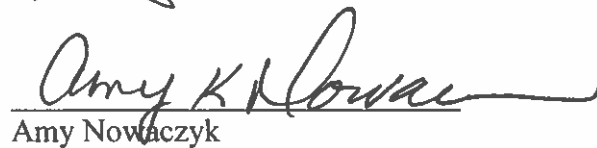
Chris Tufts, Treasurer



Kristin Mahle



Ryan Elinkowski



Amy Nowaczyk