

## **Crown Point Community Public Library**

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

**Monday, June 23, 2025**

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

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

Present: Amy Nowaczyk, Lauren Zurbriggen, Marshall Anderson, Chris Tufts, Kyle Jeffries, Kristin Mahle, Ryan Elinkowski  
Also present: Julie Wendorf, Kate Lodovisi, Erika Wagner, Cindy Baumeister

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

A. Trustee Elinkowski made a motion to approve meeting agenda, seconded by Trustee Mahle. All in favor.

#### **III. Approval of Minutes for Regular Meeting on May 19, 2025**

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

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

Trustee Tufts moved for:

- A. Approval of warrants #27623-#27692
- B. Approval of two transfer warrants for payroll on 6/30/25 and 7/15/2025
- C. Approval of net payroll deposits
- D. Approval of payroll related warrants #1670-#1673 and ACH Payments for Deferred Compensation, and PERF.
  - a. Second by Trustee Mahle. All were in favor.

- V. President's Report-** President Nowaczyk shared recent takeaways from a board training hosted by the Crown Point Community Foundation, several Library Board of Trustee members were in attendance. Library Org chart was reviewed and action items to review mission/vision and long range plan were assigned.

**VI. Director's Report-** Julie shared with the board about identified opportunities for budget savings in light of property tax reform happening at state level. This includes the reorganization of a few roles and the organizational structure, in order to preserve staffing levels across the organization. This restructuring will take place after the upcoming retirement of a long-time library employee.

A. Trustee Anderson made a motion to approve the new organizational chart, seconded by Trustee Tufts. All in favor.

**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 issues in units CU1 & CU3 continue to be a problem, currently awaiting an estimate of replacements. Additional appropriations will likely be needed and a special board vote may need to take place in July to move forward with project.

ii. FOB Enhancement project is paused at this time until HVAC issues can be resolved.

iii. Door openers in Meeting rooms 1 & 2 will be installed, parts are still on order.

B. Renewal of Building Insurance.

i. Trustee Tufts moved to renew insurance at \$51727.18, second by Trustee Jeffries. All in favor.

C. Approval of Resolution for Electronic Transfer of Funds

i. Trustee Elinkowski moved to approve to allow for insurance payments without the risk of check fraud in the mail, second by Trustee Anderson. All in favor.

D. Approval of Public Display Space Policy 241

i. Trustee Tufts moved to approve Public Display Space Policy 241, seconded by Trustee Jeffries. All in favor.

**IX. Professional Travel - none**

**X. Acknowledgements**

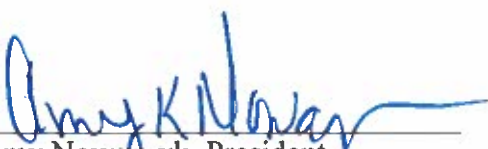
- A. Monetary donation from Marshall Anderson
- B. Monetary donations from the Crown Point Community Foundation from Susan Driscoll Elder & Thomas A. Elder Fund for Charlie Cart.
- C. Monetary donation from Darice & Jacqueline Hanlon.
- D. Monetary donation from Jane East in memory of Courtney Magallanes.
- E. Monetary donation from Helen and Martin Counts in memory of Courtney Magallanes.
- F. Monetary donation from Meg and Kurt Pfuhl in memory of Courtney Magallanes.
- G. Monetary donation from Liz and Dale Michealson in memory of Courtney Magallanes.

**XI. Public Comments- none**

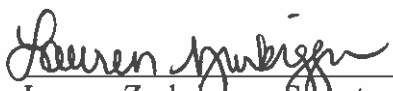
**XII. Adjournment-** Trustee Tufts moved to adjourn the meeting at 6:20 p.m. Second by Trustee Anderson, all were in favor.

Crown Point Community Library  
Minutes of Regular Meeting, Board of Trustees  
June 23, 2025  
Page Four


Respectfully submitted,

  
\_\_\_\_\_  
Amy Nowaczyk, President

  
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Kristin Mahle, Vice President

  
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Lauren Zurbriggen, Secretary

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Chris Tufts, Treasurer

  
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Marshall Anderson

  
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Ryan Elinkowski

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Kyle Jeffries