

Crown Point Community Public Library

Regular Meeting of the Board of Trustees

Monday, March 24, 2025

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

I. Roll Call

Present: Lauren Zurbriggen, Kristin Mahle, Marshall Anderson, Chris Tufts, Kyle Jeffries, Ryan Elinkowski

Absent: Amy Nowaczyk

Also present: Julie Wendorf, Kate Lodovisi, Mary Harrigan

II. Approval of Meeting Agenda

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

III. Approval of Minutes for Regular Meeting on February 24, 2025

A. Trustee Jeffries 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 #27477-#27523

B. Approval of two transfer warrants for payroll on 3/31/25 and 4/15/2025

C. Approval of net payroll deposits

D. Approval of payroll related warrants #1658-#1661 and ACH Payments for Deferred Compensation, and PERF.

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

V. President's Report- none

VI. Director's Report- Julie continues to be busy representing the library and ILF with advocacy at the statehouse and she also recently presented at a library youth conference.

Julie shared that the library was still seeking sponsorships for their Mini Golf event and asked trustees to participate in a board raffle basket for the event.

She provided a legislative update, sharing that the state library is facing a 30% decrease in budget which will impact resources available at a local level.

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. The Youth Services Teen Room door has arrived and is scheduled for installation 3/25.
 - ii. Started conversations around Winfield key fob project and the additional appropriation process and approval by the Lake County Council to use funds reserved for safety projects.
 - iii. HVAC is now working properly following the last meeting
 - iv. Door openers are installed in meeting rooms so that stoppers are no longer needed.
- B. Approval of new employees Kerry McQuaid, Winfield Clerk and Shannon Compton, Youth Services Clerk.
 - i. Trustee Tufts moved to approve new employees, second by Trustee Anderson. All in favor.
- C. Approval of resolution to establish Non-Resident Fee for 2025 be bumped to \$45.
 - i. Trustee Elinkowski moved to approve \$45 non-resident fee for 2025, second by Trustee Jeffries. All in favor.
- D. Approval to serve alcohol at the mini golf event on Friday, April 4th for 21+ event.
 - i. Trustee Tufts moved to approve serving alcohol at Friday 21+ mini golf event, second by Trustee Elinkowski. All in favor.

- E. Approval to reinvest Crown Point Library Endowment Fund distribution.
 - i. Trustee Anderson moved to approve reinvestment of endowment funds, second by Trustee Jeffries. All in favor.
- F. 2024 Indiana State Library Annual Report
- G. 2024 Annual Financial Report

IX. Professional Travel

- A. 03/05 Statehouse Visit, Indianapolis – J. Wendorf
- B. 03/12 Statehouse Visit, Indianapolis – J. Wendorf
- C. 03/17 ILF Board Meeting, Avon PL – J. Wendorf
- D. 04/22 Youth Services Counterparts, Portage – A. Williams
 - i. Trustee Anderson motioned to approve, seconded by Trustee Tufts. All in favor.

X. Acknowledgements

- A. Monetary donation from Marshall Anderson

XI. Public Comments- none

- XII. Adjournment-** Trustee Zurbriggen moved to adjourn the meeting at 5:46 p.m. Second by Trustee Tufts, all were in favor.

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Respectfully submitted,



Amy Nowaczyk, President



Kristin Mahle, Vice President


Lauren Zurbriggen, Secretary



Chris Tufts, Treasurer



Marshall Anderson



Ryan Elinkowski



Kyle Jeffries