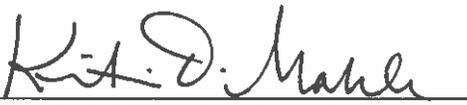


Crown Point Community Library  
Minutes of Regular Meeting, Board of Trustees  
September 22, 2025  
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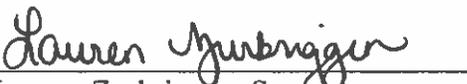
Respectfully submitted,

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

  
\_\_\_\_\_  
Marshall Anderson

  
\_\_\_\_\_  
Kristin Mahle, Vice President

  
\_\_\_\_\_  
Ryan Elankowski

  
\_\_\_\_\_  
Lauren Zurbriggen, Secretary

  
\_\_\_\_\_  
Kyle Jeffries

  
\_\_\_\_\_  
Chris Tufts, Treasurer

## **Crown Point Community Public Library**

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

**Monday, August 25, 2025**

President Nowaczyk, called the Regular Board of Trustees meeting to order at 5:05 pm.

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

Present: Amy Nowaczyk, Lauren Zurbriggen, Marshall Anderson, Kristin Mahle, Chris Tufts, Kyle Jeffries

Absent: Ryan Elinkowski

Also present: Julie Wendorf, Kate Lodovisi, Jacob Davis, Alissa Williams

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

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

#### **III. Approval of Minutes for Regular Meeting on July 28, 2025 and Special Meeting on August 4, 2025.**

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

B. Trustee Anderson moved to approve the minutes for Special Meeting, second by Trustee Tufts. All were in favor.

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

Trustee Tufts moved for:

A. Approval of warrants #27738-#27790

B. Approval of two transfer warrants for payroll on 8/29/25 and 9/15/2025

C. Approval of net payroll deposits

D. Approval of payroll related claims and ACH Payments for Deferred Compensation, PERF, and Staff Insurance.

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

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

**VI. Director's Report-** Julie shared about various community outreach efforts, events and meetings, including a possible partnership for a story walk at the new Sauerman Woods Park and a media feature in Northwest Indiana Business Magazine. The library will also be hosting a mental health workshop titled "Not My Kid" in partnership with CP Rotary as well as a quarterly book club for parent's of school aged children while the children participate in yoga.

**VII. Unfinished Business**

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

**VIII. New Business**

A. Library Projects

- i. Public notice of the additional appropriation for three projects should be published in both the Times and Post Tribune on Monday, August 25<sup>th</sup>. Once that is completed, the request for additional appropriations will be placed on the County Council's September agenda for both study session on September 4 and meeting on September 9.
- ii. HVAC replacement of CU 1 has not begun, next week Arctic will be out to do some site planning and the repiping portion should start in early September. After repiping is completed, the rooftop unit replacements will take place.
- iii. Terrazzo flooring restoration is being coordinated with Midwest Floor Restore for least disruption to patrons.
- iv. Fob Enhancement Project to be scheduled after additional appropriations approved.
- v. Door openers in Meeting rooms 1 & 2 will be installed, parts are still on order.

B. Approval to Publish 2026 Budget

- i. Trustee Tufts moved to approve the 2026 Budget as presented, second by Trustee Anderson. All were in favor.

**IX. Professional Travel**

- A. 09/29 NILBA Dinner, PNW-Westville – J. Wendorf, Board Members
- B. 10/02 Youth Services Counterparts, East Chicago PL – A. Williams
- C. 10/08 Third Way Merchandising Workshop, St. Joe PL – A. Dissette,  
C. Herald-Lambert, B. Bunce, C. Niewiadomski
  - i. Trustee Anderson moved to approve professional travel,  
seconded by Trustee Jeffries, all in favor.

**X. Acknowledgements**

- A. Monetary donation from Marshall Anderson
- B. Monetary donation from CP Tri Kappa for 2026 Summer Reading
- C. Monetary donation from CP Rotary Club for Parent Book Club  
Proposal

**XI. Public Comments- none**

**XII. Adjournment-** Trustee Zurbriggen moved to adjourn the meeting at 5:55 p.m. Second, by Trustee Tufts, all were in favor.

# **Crown Point Community Public Library**

Regular Meeting of the Board of Trustees

Monday, August 4, 2025

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

## **I. Roll Call**

Present: Amy Nowaczyk, Lauren Zurbriggen, Marshall Anderson, Kristin Mahle, Ryan Elinkowski, Chris Tufts, Kyle Jeffries  
Also present: Julie Wendorf

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

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

## **III. New Business**

A. Approval of Resolution for Additional Appropriations for Library Projects

i. After additional appropriation was brought to Lake County Council, their lawyer requested an additional resolution. Two options were presented to the board, one including \$12,000.00 for temporary HVAC units and one without. Discussion was had around these being necessary to keep the building habitable until repairs are completed. It was proposed that the \$197,500.00 for CU 1 repairs with temporary units would come from the Library Rainy Day Fund, while the \$35,000.00 for repairs of CU 2 and CU 3 will come from Library Improvement Reserve Fund.

1. Trustee Tufts moved to approve Resolution for option 1 with temporary HVAC units included for a total of \$197,500.00 from the Library Rainy Day Fund and \$35,000.00 from the Library Improvement Reserve Fund. To be presented to the

Lake County Council in September. Seconded by Trustee Mahle, all in favor.

**IV. Public Comments-** none

**V. Adjournment-** Trustee Anderson moved to adjourn the meeting at 5:12 p.m. Second by Trustee Tufts, all were in favor.