

LaGrange County Public Library Board Meeting  
Thursday, September 19, 2024  
**Community Room, LaGrange County Public Library main branch**  
**203 W. Spring Street**  
**LaGrange, IN. 46761**

Board members present: Jody Blake, Rita Lehner, Maranda Randol, Dan Hobbs, Sam Plew, Gloria Sherwood and Jerry White

Board members absent: None

Others Present: Richard Kuster and Anna Mendoza

**Jody Blake called the budget meeting to order at 5:31 pm.**

Richard presented the board with a copy of the Budget Resolution. Jody Blake signed the original paper that will be submitted. The General Fund Tax Rate is currently standing at .0305, which is higher than last year's at .0252. These numbers are based off the 3.5 million dollars' worth of property that was assessed. **Jerry made a motion to accept the tax proration. Rita seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**

**Jody Blake closed the budget meeting at 5:42 pm and opened the regular board meeting at 5:42pm.**

Richard asked that we put the normal meeting to the side and allow time for KRM to present to the board. **Jerry made a motion to approve. Dan seconded the motion. Presentation from KRM approved by unanimous voice vote of the board with no further discussion.**

Stewart and Rachel, from KRM Architecture, presented interior samples such as paint colors, flooring, etc. Lots of discussion was had among board members. Jody asked about our budget for the project. Richard stated that Stewart will do the project/bids in phases so we know how we can proceed forward. **Jerry made a motion to accept the non-conservative look for the final drawings. Gloria seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.** Stewart gave us a timeline for the bidding process. September 25 – Project goes out for bid, October 3 – Bidders are welcome to visit the Shipshewana Branch, October 17 – Bid Date, October 24 – Accept Bid. Project will last approximately 9 to 12 months. This does depend on the contractor. The project will be advertised in 3 newspapers, the LaGrange Standard, Goshen News, and The News Sun (Kendallville).

Jody called for a review of the minutes of the September 2024 meeting. **Gloria made a motion to approve the August 2024 minutes. Rita seconded the motion. Minutes were approved with no additional changes by unanimous voice vote of the board with no further discussion.**

**Public Comments:** None

**Treasurer's Report:** Richard stated that the Operating Account has over \$900 thousand dollars and the Rainy-Day fund has over \$600 thousand dollars. All budget categories are under 66% with the bottom line being under 61%.

**Reports and Claims:** Anna presented reports and claims – Claims included checks 30259 through 30311 that were written out of the Operating Account. Checks 1069 and 1070 were written out of the Gift Account. Checks 1036 and 1037 were written out of the Grant Account for a grand total of \$133,038.18. **Rita made a motion to approve the Reports and Claims as presented. Jerry seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**

**Director's Report:**

- Budget Process – Signed Resolution will be sent to the State Board of Accounts. Next tax distribution will be received in December.
- Shipshewana Branch – The front porch has been completed.
- Insurance Renewal – Insurance Policy is due October 15. Richard submitted the policy for bids. No one has responded beside Hostetler & Young, who currently has the policy. The insurance quote consists of the following: Commercial Auto Policy, last year's cost was \$2814 with this year being \$3240 - Workers Comp, last year's cost was \$948 with this year being \$891 - Liability Policy, last year's cost was \$1200 with this year being \$1443 – Casualty Package, last year's cost was \$7569 with this year being \$10205 (this is due to the fact that some of the buildings needed high coverage). **Rita made a motion to continue insurance coverage with Hostetler & Young and for the bill to be paid prior to October 15. Dan seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**
- Salary Resolution – This gets filed with the State each year. The only momentary change was Anna's salary. **Jerry made a motion to approve Anna's new salary and for the Salary Resolution to be filed with the State. Rita seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**
- Mileage – The library has been paying a mileage rate of 0.42 cents a mile. The IRS has raised the mileage pay to 0.67 cents a mile. **Dan made a motion to approve the new mileage pay of 0.67 cents a mile. Gloria seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**

**Committee Report:** None

**Correspondence to the Board:** No PLAC cards sold for the quarter

**Old Business:** None

**New Business:**

- October Board Meeting will be at the Shipshewana Branch.
- October 19 – Special Board Meeting for Strategic Planning.

**At 6:50pm Rita made a motion to adjourn the meeting. Dan seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**

*Maranda A Randol*

Minutes recorded, typed, and respectfully submitted by Maranda A Randol  
LaGrange County Public Library Board of Directors Secretary

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Jody Blake - \_\_\_\_\_ Rita Lehner- \_\_\_\_\_

Maranda Randol - \_\_\_\_\_ Dan Hobbs - \_\_\_\_\_

Sam Plew - \_\_\_\_\_ Gloria Sherwood - \_\_\_\_\_

Jerry White - \_\_\_\_\_

