

LaGrange County Public Library Board Meeting

Thursday, October 17, 2024

**Community Room, Shipshewana Branch of the LaGrange County Public Library  
250 Depot St.  
Shipshewana, IN. 46565**

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

Board members absent: Jerry White

Others Present: Richard Kuster and Anna Mendoza

**Jody Blake called the meeting to order at 5:40 pm.**

Jody called for a review of the minutes. **Sam made a motion to approve the September 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 \$859,000.00, and the Rainy-Day fund has over \$631,000.00. We are about 75% of the way through the year but the budget shows that we are only about 67% through so we are within our budget. **Sam made a motion to approve the Treasurer's Report as presented. Gloria seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**

**Reports and Claims:** Anna presented reports and claims – Claims included checks 30312 through 30352 that were written out of the Operating Account. Checks 1071 through 1075 that were written out of the Gift Account for a grand total of \$100,087.82. **Sam made a motion to approve the Reports and Claims as presented. Rita seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**

**Director's Report:**

- Budget Process – All required forms have been submitted to the State and accepted. Once the State has reviewed, they will make the changes they feel necessary and then send back the 1782 Form. Richard presented the board with a copy of the Proposed Line-Item Budget. This form gets submitted to the state for the 2025 Budget.
- Insurance Renewal – Insurance Policy is due October 15. Richard paid the insurance premiums. Coverage will continue with Hostetler & Young Insurance.
- Computer Upgrades – The Topeka Branch staff and the LaGrange staff need new computers. The last time computers were purchased was in 2015. At that time approximately 30 computers were purchased. Computers were replaced throughout the library system, except for all the computers in Topeka and LaGrange staff computers. Anna would like to purchase 14 computers to replace all the computers at the Topeka Branch and the LaGrange staff computers for a price of \$14,060.00. **Sam made a motion to approve the purchase of the new computers. Dan seconded the motion. Motion approved by unanimous voice vote of the board with no further discussion.**
- Strategic Planning – Planning Retreat October 19<sup>th</sup> at 10am, LaGrange County Public Library Genealogy room.

- Shiphewana Addition – Bids have been received, October 17 @ 2pm. Two companies turned in bids. One company was from Goshen, coming in at \$557,000.00. The second company was from Nappanee, coming in at \$691,900.00. On Thursday October 24 at 5:30pm there will be a meeting to review the bids and approve what bid we feel is appropriate for the addition.

**Committee Report:** None

**Correspondence to the Board:** None

**Old Business:** Sam talked about the book vending machine that will be placed at Lakeland Primary School.

**New Business:** Jody suggested that the library hires a janitor or handy man for all 3 branches to help maintain the buildings inside and out.

**At 6:49pm Rita made a motion to adjourn the meeting. Gloria 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 \_\_\_\_\_