

**MINUTES OF THE REGULAR MONTHLY MEETING  
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
TUESDAY, APRIL 15, 2025, AT 4:30 P.M.  
1312 EASTERN BLVD., CLARKSVILLE, IN 47129**

**CALL TO ORDER; INTRODUCTION OF GUESTS; PUBLIC COMMENTS**

The regular meeting was called to order at 4:31 p.m.

Presiding Officer: Linda Baker, President

Board Members Present: Hilda Kendrick-Appiah, Vice President; Dale Moss, Treasurer; Mark Munzer, Secretary; Steve Palmquist, Lynn Wilson, Vicki Carmichael (via Zoom)

Board Members Absent: None

Staff Members Present: David Seckman, Bethany Daily, Barbara Gillenwater, Monica Mitchell, Jennifer Harl, Kelsey Keller

Guests: Beau Zoeller, Frost Brown Todd; Jim Grahn, Christian Barrera

Public Comments: None

**CONSENT AGENDA**

**Approval of March 18, 2025, Board of Trustees Minutes**

**Approval of Claims through March 31, 2025**

**Financial Report**

**Surplus**

**Correspondence and Publicity**

**Incident Report Summations for the First Quarter of 2025**

Seckman requested an addition to the surplus list: an outdated projector.

Kendrick-Appiah moved: To approve the consent agenda.  
Seconded by: Palmquist  
Motion: Approved

Seckman presented invoices for payment:

- \$250 to Stephen Terrell for a program
- \$645 to Monica Melendez for the design of a logo celebrating the library's 125<sup>th</sup> anniversary
- \$750 to Ryan Case for "Painting with Ryan Case"
- \$750 to Paig Trinkle for "Painting with Paig Trinkle"
- \$750 to Jennifer Mitchell for "Painting with Jennifer Mitchell"
- \$800 to Donna Shaw for "Sculpting with Donna Shaw"

- \$1,000 to the Clark County Reads Pickle Ball Fundraiser

Wilson moved: To approve paying the invoices.  
Seconded by: Palmquist  
Motion: Approved

### **STAFF ASSOCIATION REPORT**

Monica Mitchell, Staff Association president, presented. The Staff Association hosted a retirement party for Sharon Zimmerman on March 27. The association also provided lunch for staff and volunteers for National Library Workers Day on April 8. The next major event will be a holiday party.

### **OLD BUSINESS**

#### **Bond Discussion**

Zoeller presented the preliminary bond resolution, which allows for the bond process to start. It also sets parameters on the bond such as maximum bond amount, maximum interest rate, and interest payment dates. The resolution also declares JTPL's official intent to design and construct the renovation project with proceeds of debt incurred by the library.

Palmquist moved: To accept the bond resolution.  
Seconded by: Moss  
Motion: Approved

As president and secretary, respectively, Baker and Munzer signed the resolution.

#### **Discussion: Board Member Recruitment and Term Limit Check-in**

Seckman presented a spreadsheet of the current board members' terms and expiration dates. There will be an open seat on the board beginning on July 1, 2025, with the ending of Palmquist's term.

Board members are appointed by four elected bodies: Clark County Council, Clark County Board of Commissioners, Greater Clark County School Corporation, and the president of the Board of Trustees of the Clarksville Community School Corporation. The library usually recommends potential board members to these elected bodies.

Seckman asked the board to consider formalizing this process. Baker and Moss agreed that it would be helpful for the board to recommend a few promising candidates to the bodies so that they are not overwhelmed with applications. Palmquist asked the board to highlight that these recommendations are merely recommendations and not mandates.

Collectively, the board suggested advertising the search for board members on the library website and asking people to send in their resumes and responses to two questions to Seckman. The two questions are "What are your qualifications?" and "Why do you want to serve on the board?"

For Palmquist's open seat, the board will review the submitted resumes at its May meeting and send recommendations to the appropriate appointing body (in Palmquist's case, Greater Clark). This process will continue for the other appointing bodies as more board seats become open.

Palmquist moved: To approve the process outlined above.  
Seconded by: Kendrick-Appiah  
Motion: Approved

(Carmichael joined the meeting via Zoom at 5:05 p.m.)

### **Discussion: Evergreen Consortium**

At the April meeting, the board was asked to consider the pros and cons of joining the Evergreen Indiana Library Consortium.

Baker stated that providing access to more materials was a pro and that the requirement that JTPL adhere to Evergreen's policies could be a con, depending on what those policies are.

Wilson reminded the board that the move to Evergreen would increase staff workload and questioned whether the potential cost savings of joining Evergreen would be canceled out by having to hire a new staff member. Seckman said that existing staff could likely absorb the additional workload.

Moss and Munzer said they would trust Seckman's expertise and would support whatever decision he makes. Seckman said he is in favor of joining the consortium.

Palmquist moved:       To join the Evergreen Consortium.  
Seconded by:           Munzer  
Motion:                 Approved

### **Inclement Weather Pay**

Seckman reminded the board of the library's policy of paying employees if the library is closed due to inclement weather.

At the March meeting, Seckman was asked to consult with other Indiana library directors about their policies regarding inclement weather pay and with the library's lawyer regarding the legality of this policy. The other Indiana libraries Seckman heard from all have similar policies. The lawyer stated that this policy does not violate any laws.

### **Policy: Library Closings Due to Inclement Weather**

Seckman presented the updated policy as requested by the board at the March meeting.

Kendrick-Appiah moved:    To approve the policy  
Seconded by:               Wilson  
Motion:                      Approved

### **NEW BUSINESS**

#### **Discussion: Committee to Review Bylaws (Vice President and Secretary)**

Kendrick-Appiah and Munzer are tasked with reviewing the bylaws and suggesting any updates at the May meeting to be voted on at the June meeting.

### **Trespass Matrix**

Seckman presented a proposed update to the Trespass Matrix to include unsupervised children and public intoxication as common patron behavior issues.

Munzer moved:            To accept these additions.  
Seconded by:            Kendrick-Appiah  
Motion:                    Approved

### **Updates to Behavior Policy**

Seckman presented a minor change to the policy: removing a reference to drinks with lids being permitted.

Wilson moved: To accept this change.  
Seconded by: Kendrick-Appiah  
Motion: Approved

### **FOUNDATION REPORT**

Dave Thomas, Foundation president, was unable to attend the meeting. He provided a written summary of the Foundation's April meeting. The Foundation was approved for a grant to be used for the business incubator. Munzer thanked Thomas for his work leading the Foundation.

### **DIRECTOR'S REPORT**

- Seckman shared reports comparing library statistics from March 2024 to March 2025.
- We've made an offer to a candidate for the Clarksville security specialist opening. She's accepted the job and we're just waiting on the background check to come through. We hope to have her start on April 28.
- The library is in the process of changing insurance brokers, from Insuramax to JA Benefits.
- Planning is underway for the library's 125th anniversary celebration. We have lots of smaller programs/promotions/displays planned, with a family-friendly event planned for June 23 with the New Washington State Bank ice cream truck. There are plans for a larger event in December.
- The library has a grant from the Indiana University Center for Rural Engagement to help with community engagement and design of an outdoor space at Clarksville.
- Along with representatives from other public entities, Seckman visited the Indiana statehouse on April 14 ahead of a potential vote on Senate Bill 1, which calls for cuts to the property taxes that fund public entities, such as schools and libraries.

### **OTHER BUSINESS; BOARD MEMBER COMMENTS**

The board discussed SB 1 and its possible impact on library funding.

The next meeting of the Board of Trustees will be on Tuesday, May 20, 2025, at 4:30 p.m. at the Jeffersonville location. As there was no further business, the meeting adjourned at 6:01 p.m.