

**MINUTES OF THE REGULAR MONTHLY MEETING
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
TUESDAY, JUNE 17, 2025, AT 4:30 P.M.
211 E. COURT AVE., JEFFERSONVILLE, IN 47130**

CALL TO ORDER; INTRODUCTION OF GUESTS; PUBLIC COMMENTS

The regular meeting was called to order at 4:30 p.m.

Presiding Officer: Linda Baker, President

Board Members Present: Hilda Kendrick-Appiah, Vice President; Mark Munzer, Secretary; Dale Moss, Treasurer; Vicki Carmichael, Steve Palmquist

Board Members Absent: Lynn Wilson

Staff Members Present: David Seckman, Barbara Gillenwater, Bethany Daily, Monica Mitchell

Guests: Dave Thomas, JTPL Foundation President

Public Comments: None

CONSENT AGENDA

Approval of May 20, 2025, Board of Trustees Minutes

Approval of Claims through May 31, 2025

Financial Report

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

Seckman presented invoices not included in the consent agenda:

- \$230.00 to Executive Elevator Company for regular maintenance
- \$2,448.00 to Indiana State Library for interlibrary loans
- \$957.25 to ProQuest for a historical newspaper subscription
- \$3,829.00 to ProQuest for historical newspaper subscriptions
- \$3,490.00 to AdTec for E-rate paperwork
- \$49,999.00 to ARC Construction Management for the Anne Discher Memorial Learning Lab
- \$4,920.00 to ARC Construction Management for additional desks for desktop computers and a magnetic whiteboard
- \$688.04 to Your Automatic Door Co. for garage door repairs
- \$1,690.00 to Carmichael's Bookstore for Big Read books
- \$1,867.00 to Best Built LLC for garage door repairs
- \$1,038.50 to Greenwell Plumbing for several small plumbing jobs
- \$275.44 to Greenwell Plumbing for plumbing
- \$5,863.50 to Matrix Integration for technical support

- \$4,735.86 to OCLC for the library's app
- \$35,445.65 to Innovative Interfaces for cataloging services
- \$2,015.48 to Innovative Interfaces for web services
- \$32,209.09 to NetworkSolutions for new network switches

Palmquist moved: To approve the payment of the invoices presented.
 Seconded by: Munzer
 Motion: Approved

STAFF ASSOCIATION REPORT

Monica Mitchell shared that plans are in the works for a small farewell party for Jennifer Harl.

OLD BUSINESS

At the April 2025 board meeting, Baker and Munzer signed the preliminary bond resolution and declaration of intent, which states that the library will be reimbursed for bond expenditures.

Kendrick-Appiah moved: To include in the minutes the fact that this document was signed in April.
 Seconded by: Moss
 Motion: Approved

Bond Discussion/Construction

Amanda Hunsucker from TowerPinkster met with Seckman, Daily, and Kelsey Keller, Youth Services Manager, to discuss ideas and needs for that department's renovation. Seckman played a Ted Talk from designer and author Ingrid Fetell Lee, in which she discusses the power of joy in design.

Anne Discher Memorial Learning Lab

Seckman reported that this project is about 90 percent complete. He expects the library to host a ribbon-cutting in September.

NEW BUSINESS

Updated Meeting and Study Room Policy

Seckman outlined some changes to the policy, including new restrictions on how often individuals and organizations can book a space within a week to make sure the spaces are available to more patrons.

Carmichael moved: To approve the updated policy.
 Seconded by: Palmquist
 Motion: Approved

Updated Job Description: Youth Services Librarian, Clarksville

The job description was updated to add maintaining the StoryWalk to the list of duties for this position.

Carmichael moved: To approve the updated job description.
 Seconded by: Kendrick-Appiah
 Motion: Approved

Updated Job Description: Public Services Librarian, Clarksville

The job description was updated to remove reviewing and approving meeting room reservations. The Clarksville manager performs this task.

Carmichael moved: To approve the updated job description.

Seconded by: Palmquist
Motion: Approved

FOUNDATION REPORT

Thomas recapped the Foundation board's June 3 meeting, at which board members discussed a fundraising concert, reducing the price of paver bricks, the appointment of a new treasurer, participation in Give for Good, the use of a grant to purchase a bookmobile, Summer Reading Club kickoff, and the integration of the library's master plan with its new learning lab.

DIRECTOR'S REPORT

- Seckman presented a visual report comparing library statistics from May 2024 to May 2025.
- The ribbon-cutting for the Multimedia Studio was held on May 28, with many local civic leaders in attendance. The studio opened to patrons on June 2.
- Summer Reading Club kicked off on May 31.
- The library should receive its June tax settlement on June 20 in the amount of \$1,377,850.75.
- Chloe Motley was appointed to the board by Greater Clark County Schools. Her term will start on July 1.
- Jason Van Gilder was hired as a security officer. He worked for JTPL from 2009-2014.
- The Public Services Librarian position at Clarksville has been posted.
- The library's 125th anniversary celebrations continue, with commemorative polo shirts, tote bags, and library cards being ordered.
- The New Washington State Bank ice cream truck will be at the Jeffersonville and Clarksville locations on June 23.

OTHER BUSINESS; BOARD MEMBER COMMENTS

Baker suggested that the library create a policy that allows banned patrons to appeal their bans. This policy wouldn't need to apply to patrons where criminal activity is involved. Baker asked Seckman to research this idea.

Munzer asked about the status of the Jeffersonville StoryWalk, as it hasn't displayed a story in months. Seckman said that the reason was related to weather damage and that there is a solution in place. He estimated that the problem would be resolved within 60 days.

Munzer passed on a compliment from a friend who visits many local libraries with her young children and praised the Jeffersonville Youth Services department.

The next meeting of the Board of Trustees will be on Tuesday, July 15, 2025, at 4:30 p.m. at the Jeffersonville location. As there was no further business, the meeting adjourned at 5:37 p.m.