

**MINUTES OF THE REGULAR MONTHLY MEETING  
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
TUESDAY, SEPTEMBER 16, 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 4:34 p.m.

Presiding Officer: Linda Baker, President

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

Board Members Absent: None

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

Guests: Jim Grahn, board member-designate; Amanda Hunsucker, TowerPinkster; Ross Burgan, TowerPinkster; Dave Thomas, JTPL Foundation

Public Comments: None

Baker asked for a motion to approve the agenda.

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

**CONSENT AGENDA**

**Approval of August 19, 2025, Board of Trustees Minutes**

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

**Financial Report**

**Publicity**

**Surplus**

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

(Carmichael joined via Zoom at 4:45 p.m.)

**OLD BUSINESS**

**Bond/Construction Update**

Hunsucker explained the timeline for the bidding and contracting process. TowerPinkster will request permission to solicit bids at the October 21 board meeting. If the board grants that permission, TowerPinkster will receive bids until November 13 and suggest a contract to be approved at the November 18 board meeting. In this timeline, construction would start in January 2026. Hunsucker also went through TowerPinkster's scope of work. Seckman had a question about how to ensure the construction stays on track. Hunsucker said that TowerPinkster does not have control over how fast the contractors complete their work.

Baker asked the board if they would be amenable to calling another meeting to discuss the construction before the October 21 board meeting. The board will hold a special meeting on October 2 at 4 p.m. at the Jeffersonville library, 211 E. Court Ave.

## **NEW BUSINESS**

### **Transfer of Appropriations**

Seckman requested approval of a transfer from 432.6 Internet Access to 445 Equipment in the amount of \$15,000.

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

### **Public Hearing for 2026 Budget**

Baker moved to open the hearing. As there were no members of the general public present, Kendrick-Appiah moved to close the public hearing.

Kendrick-Appiah moved: To close the public hearing for the 2026 budget.  
Seconded by: Munzer  
Motion: Approved

### **Board Meeting Days and Times**

This was for information only and did not require a vote.

### **Updated Youth Safety Policy**

Seckman explained two changes to the policy: increasing the minimum age of responsible caregivers from 13 to 16, and not allowing adults unaccompanied by a child to use the Youth Services restrooms without staff permission.

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

### **Resolution: Authorization for ACH Payments**

Seckman presented a resolution authorizing the library director, board treasurer, or designated employee or officer to initiate and approve ACH payments on behalf of the library.

Munzer moved: To approve the resolution.  
Seconded by: Kendrick-Appiah  
Motion: Approved

### **FOUNDATION REPORT**

Thomas referred the board to the Foundation's submitted report, which included updates on fundraisers and noted the appointment of Ann McCandless to the Foundation board.

### **DIRECTOR'S REPORT**

- Seckman presented a visual report comparing library statistics from August 2024 to August 2025.
- Seckman spoke at the Jeffersonville City Council on September 2 regarding the council's proclamation designating the week of September 15-19 as Adult Education and Family Literacy Week.
- The library is hosting a Fall Festival at Jeffersonville on October 11 from 1-4 p.m. as part of the library's 125<sup>th</sup> anniversary celebrations.
- Big Read books are in. The book this year is *Night* by Elie Wiesel.
- Youth Services is still looking for an assistant librarian.
- Give for Good is September 18, and the Foundation is raising money for a bookmobile.
- October 16 is Staff Development Day, and both locations will be closed to the public that day.
- Both locations have been experiencing a lot of mechanical problems with the HVAC.

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

The next meeting of the Board of Trustees will be on Tuesday, October 21, 2025, at 4:30 p.m. at the Clarksville location. As there was no further business, the meeting adjourned at 6:11 p.m.