

**MINUTES OF THE REGULAR MONTHLY MEETING  
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
TUESDAY, MARCH 17, 2026, AT 4:30 P.M.  
1312 EASTERN BOULEVARD, CLARKSVILLE, IN 47129**

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

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

Presiding Officer: Hilda Kendrick-Appiah, President

Board Members Present: Mark Munzer, Vice President; Vicki Carmichael, Secretary; Dale Moss, Treasurer; Jim Grahn, Lynn Wilson, Linda Baker

Board Members Absent: None

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

Guests: Melissa Fry; Indiana University Southeast

Public Comments: None

**CONSENT AGENDA**

**Approval of February 17, 2026, Board of Trustees Minutes**

**Approval of Claims through February 28, 2026**

**Financial Report**

**Surplus**

Baker moved: To approve the consent agenda.  
Seconded by: Moss  
Motion: Approved

Seckman presented for payment invoices that were not included in the consent agenda:

- \$609.44 to TowerPinkster
- \$1,100.00 to Northstar Digital Literacy

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

**STAFF ASSOCIATION**

Mitchell reported that Regan Rendon will serve as the Staff Association's next vice president. The association is hosting a lunch in honor of National Library Workers Day in April.

(Munzer entered at 4:35 p.m.)

**OLD BUSINESS**

**Bond/Construction Update**

Seckman shared some suggested cuts to the renovation project as proposed by TowerPinkster. He said that construction will start in mid-May. The entire second floor at the Jeffersonville library will be closed to patrons beginning April 6 so that the Youth Services department can begin packing up in preparation for the renovations.

Seckman asked that the board waive its \$2,000 per credit card transaction limit for the one-time purchase of moving boxes and packing tape in the amount of \$2,846.

Carmichael moved: To waive the limit for this purchase.  
Seconded by: Wilson  
Motion: Approved

Baker suggested trying to resell the boxes once the library is done using them.

**Long-Range Strategic Plan**

Fry asked the board to reflect on the library’s strengths and opportunities, as well as big ideas for its future.

Board members said that the library’s strengths include its variety of programs, services, and materials; its welcoming spirit; its meeting spaces; its reputation and respect in the community; and its staff.

Board members listed several things as opportunities, including the interest Generation Z has in non-screen hobbies such as books and handicrafts; the possibility of increasing the library’s e-book collection; the need for a library presence on Jeffersonville’s east side; the desire for more community connections; and the exploration of expanding library hours or opening on Sundays.

When discussing big ideas, board members mentioned promoting the library’s genealogy resources and Makerspace; engaging with homeschool families; and building stronger relationships with the Town of Clarksville and the City of Jeffersonville.

Fry then asked the board to review the library’s mission statement and core values as outlined in its previous long-range plan to determine their relevance for the next five years.

**NEW BUSINESS**

**Americans with Disabilities Act Notice**

Seckman explained that this notice provides a description of the library’s adherence to the Americans with Disabilities Act.

Wilson moved: To approve the notice.  
Seconded by: Baker  
Motion: Approved

**Policy: Motor Vehicle Usage**

This policy was amended to allow staff to be reimbursed for mileage if they use a personal vehicle for library business.

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

**Policy: Meeting and Study Rooms**

This policy was amended in the attempt to prevent excessive room cancellations.

Moss moved: To approve the policy.  
Seconded by: Munzer  
Motion: Approved

**Policy: Makerspace**

This policy was amended to allow patrons to provide their own filament when using the 3D printer.

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

**Foundation Investment Policy**

Seckman explained that when the Foundation was created, it put \$75,000 in an investment fund and stated that the original intent of the fund was for any interest earned on the fund be paid to the library on an annual basis. This never happened because the interest earned was so low and some years the fund actually lost value. Munzer, who is on the Foundation board, explained that the Foundation’s investment policy is misworded and states that the \$75,000 should be put in an endowment, but an endowment was never set up; an investment account was. This was because the financial advisor of the fund stated that a true endowment was more restrictive than the Foundation might want. No money has ever been taken out of that account. The Foundation needs to update its investment policy to have the correct wording and to state that the investment account should not have money withdrawn annually. Munzer proposed that the Foundation update its investment policy and bring it to the Board of Trustees for information.

**FOUNDATION REPORT**

Dave Thomas, Foundation president, submitted a report summarizing the Foundation’s latest meeting, at which it established a giving calendar, heard updates about the Chapter One Business Incubator, and approved its 2026 budget.

**DIRECTOR’S REPORT**

- Seckman presented a visual report comparing library statistics from February 2025 to February 2026.
- Senate Bill 14-06 passed in the state legislature, meaning that public library funding will no longer automatically align with the growth quotient; instead, libraries will need to lobby their fiscal body for budget increases.
- Pam Hesting, clerical assistant at Jeffersonville, is leaving to focus on her family. Her last day is March 20.
- A new, temporary clerical assistant, Naomi Duncan, has been hired at Jeffersonville. She is filling in for Hesting’s absence and another staff member who is out on medical leave.
- At no extra cost, the library was able to extend its Employee Assistance Program to employees who work 20 hours a week. Before, this benefit only applied to full-time employees.
- The library is hiring a new fire and alarm provider.

Seckman submitted for payment an invoice that was not included in the consent agenda:

- \$609.99 to The Storybook Company

Carmichael moved: To approve paying the invoice.  
Seconded by: Munzer  
Motion: Approved

**OTHER BUSINESS; BOARD MEMBER COMMENTS**

The next meeting of the Board of Trustees will be on Tuesday, April 21, 2026, at 4:30 p.m. at the Clarksville location. As there was no further business, the meeting adjourned at 6:11 p.m.