

**MINUTES OF THE REGULAR MONTHLY MEETING
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
TUESDAY, APRIL 21, 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, Linda Baker

Board Members Absent: Lynn Wilson

Staff Members Present: David Seckman, Barbara Gillenwater, Bethany Daily, Avery Breiland, Kelsey Keller

Guests: Ann McCandless, JTPL Foundation; Rose Powers; Amanda Hunsucker, TowerPinkster

Public Comments: Powers, a Jeffersonville Township resident, requested that the library consider reducing Makerspace fees for nonprofits.

CONSENT AGENDA

Approval of March 17, 2026, Board of Trustees Minutes

Approval of Claims through March 31, 2026

Financial Report

Surplus

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

STAFF ASSOCIATION

Staff Association hosted lunch today for National Library Workers Day.

OLD BUSINESS

Bond/Construction Update

Hunsucker reported that TowerPinkster is continuing to work with Parco Constructors Group to scrutinize prices and project scope to reduce the final cost of the project. The next step in this process is to prepare a contract between Parco and the library. Once the contract is prepared, the plans must be submitted to the state for permits before construction can begin. Hunsucker said that the permitting process can take four to six weeks.

Keller shared that the Youth Services department has been packing up books and setting up a smaller collection in the North Program Room, where the department will be located during construction. She expects the department to reopen in its smaller capacity by mid-May.

Direction to the Foundation Regarding Initial Donation from the Library

McCandless explained that when she came on board as the Foundation's treasurer, she learned that the Foundation's original investment policy was unclear and could be considered a permanently restricted endowment, which was not the original intent. McCandless proposed amending the policy to state that the \$75,000 donated by the library to the Foundation at its inception should be designated as a quasi-endowment meaning that the principal may be accessed and spent with board approval. She also proposed amending the policy to remove the requirement that the Foundation distribute money from these funds annually; instead, it will do so upon request by the library Board of Trustees.

Munzer moved: To approve the amendment to the Foundation's bylaws, investment policy, and standard operating procedures.
Seconded by: Carmichael
Motion: Approved

NEW BUSINESS

Re-evaluate Non-Resident Card Fees

Seckman stated that the Indiana State Library mandates that public libraries charge a non-resident card fee based on how much they spend per capita for residents. Seckman said that for 2026, this calculation comes to \$44; in 2025, it was \$43.

Carmichael moved: To approve the fee.
Seconded by: Baker
Motion: Approved

Discussion: Committee to Review Bylaws

As vice president and secretary, respectively, Munzer and Carmichael are tasked with reviewing the board's bylaws. They will bring any proposed changes to the board in May, and the board will vote on the bylaws in June.

Discussion: Board Member Recruitment and Term Limit Check-in

Seckman shared the status of current board members' terms and when they will expire. He encouraged board members to suggest any potential members they might have in mind.

Update to Trespass Matrix

Seckman brought a proposed update to the trespass matrix that would penalize people for impeding staff's ability to do their jobs or patrons' ability to use the library.

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

FOUNDATION REPORT

Dave Thomas, Foundation president, submitted a report summarizing the Foundation's latest meeting, at which it reviewed donations for Library Giving Day and heard updates about the Chapter One Business Incubator and library renovations.

DIRECTOR'S REPORT

- Seckman presented a visual report comparing library statistics from March 2025 to March 2026.
- Thank you to Grahn and Kendrick-Appiah for attending the April staff meeting, which focused on library governance and funding.
- RamClean will serve as the library's custodial service while both of the library's full-time custodians are out with medical issues.
- Jeffersonville is installing a new fire alarm panel.
- Administration is researching employee engagement survey options.
- The library continues to sell many surplus items on GovDeals.com.
- Clarksville is hiring a clerical assistant.
- Seckman and several staff members recently visited the Jasteka Cultural Center in Jeffersonville. The center and the library are exploring partnership opportunities.
- Seckman asked board members to consider volunteering for the library's booth at Jeffersonville's Chocolate Stroll.

OTHER BUSINESS; BOARD MEMBER COMMENTS

Baker asked about the status of the long-term strategic plan. Seckman said that Dr. Melissa Fry is hosting listening sessions to gather community feedback. She will also conduct an online survey. After that, a committee will begin drafting the plan.

Moss suggested exploring a "frequent customer" program for the Makerspace.

The next meeting of the Board of Trustees will be on Tuesday, May 19, 2026, at 4:30 p.m. at the Clarksville location. As there was no further business, the meeting adjourned at 5:21 p.m.