

**MINUTES OF THE REGULAR MONTHLY MEETING
JEFFERSONVILLE TOWNSHIP PUBLIC LIBRARY
BOARD OF TRUSTEES
TUESDAY, JUNE 16, 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: Lynn Wilson; Dale Moss, Treasurer; Jim Grahn, Linda Baker; Vicki Carmichael, Secretary

Board Members Absent: Mark Munzer, Vice President

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

Guests: Amanda Hunsucker, TowerPinkster

Public Comments: None

CONSENT AGENDA

Approval of May 19, 2026, Board of Trustees Minutes

Approval of Claims through May 31, 2026

Financial Report

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

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

- \$1,647.50 to TowerPinkster
- \$4,629.00 to RamClean 2 Inc.

Carmichael moved: To pay the invoices.
Seconded by: Moss
Motion: Approved

STAFF ASSOCIATION

Mitchell reported that the summer is a slow time for Staff Association. The next big event will be the holiday party. The association now has a full slate of officers.

OLD BUSINESS

Bond/Construction Update

Hunsucker reported the contract with Parco Constructors Group is ready to be signed. The project is about \$30,000 over budget, but Hunsucker stated that she is confident that TowerPinkster and Parco can find ways to get that amount down once the contract is signed.

Baker moved: To accept the contract with Parco in the amount of \$2,771,604.
Seconded by: Wilson
Motion: Approved

The library's attorney submitted an addendum regarding compliance with Indiana Public Works.

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

Carmichael moved: To allow Kendrick-Appiah to sign the contract.
Seconded by: Grahn
Motion: Approved

Hunsucker stated that the appropriate documents have been submitted to the Indiana Department of Homeland Security for review. Once the documents have been approved, Parco will obtain a local building permit and then construction can begin. Parco anticipates starting construction in July. TowerPinkster is finalizing the furniture and shelving bid packages and will have those packages ready before the board's July 21 meeting. TowerPinkster, Parco, and JTPL will need to have a pre-construction meeting in late June or early July to finalize logistics.

Bylaw Changes Presented by Committee

The board discussed changing the attendance policy to allow for three missed meetings per calendar year rather than the previous limit of six missed meetings. The policy would allow excuses for illness or other extreme circumstances.

Wilson moved: To accept this change.
Seconded by: Moss
Motion: Approved

Policy: Staff Use of Terrace for Thunder Over Louisville

Seckman presented the updated policy, which includes a cap on attendance.

Baker moved: To approve the policy
Seconded by: Carmichael
Motion: Approved

Policy Update: Exhibits and Displays

Seckman presented the updated policy, which also bans the depiction of tobacco use in artwork displayed at the library.

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

NEW BUSINESS

Acceptance of Donations

Seckman explained that the State Board of Accounts now requires library boards to formally accept donations each month. In May, the library received \$233.02 in donations.

Increasing Staff Hours

Seckman proposed increasing Lydia Burnett's weekly hours from 35 to 37.5.

Moss moved: To approve increasing Burnett's hours.
Seconded by: Carmichael
Motion: Approved

Policy Update: Personal Leave

Upon reviewing the Staff Manual, Seckman and Gillenwater found that the personal leave policy was unnecessarily complicated. Seckman proposed simplifying the personal leave policy.

Carmichael raised a question about the legality of the policy's proposed "use it or lose it" clause. Seckman will review the policy with the library's lawyer.

Trespass Matrix and Behavior Policy

The Trespass Matrix and Behavior Policy have been misaligned, leading to staff confusion. The updated matrix and policy contain matching language to allow for easier enforcement of library rules.

Carmichael moved: To approve the updated trespass matrix.
Seconded by: Wilson
Motion: Approved

Baker moved: To approve the updated policy as amended.
Seconded by: Carmichael
Motion: Approved

FOUNDATION REPORT

Foundation President Dave Thomas submitted a report summarizing the foundation's June meeting.

DIRECTOR'S REPORT

- Seckman presented a visual report comparing library statistics from May 2025 to May 2026.
- The library's spring tax distribution is expected to come in later this week.
- The Summer Reading Club kickoff on May 31 was a success, with more than 300 people in attendance.
- Seckman's term as president of the Clark County Rotary Club is coming to an end on June 30.
- The staff meeting on Thursday will feature a representative from Safe Place.
- Seckman and Daily are working to update the Staff Manual.
- The library's fire prevention company has completed all testing.

OTHER BUSINESS; BOARD MEMBER COMMENTS

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