



**PUBLIC HEARING MEETING MINUTES of the FORTVILLE VERNON TOWNSHIP PUBLIC LIBRARY TRUSTEES to ADOPT the 2023 BUDGET  
Tuesday September 20, 2022 at 6:33 PM  
Meeting was held in person and with MS Teams video conference option.**

**Public Hearing opened by Julie Wilson**

**Present:** Tonya Galbraith, Lola Halterman, Rebecca Hiday, Ashley Jenkins, Kittie Masters, Julie Wilson

**Present Virtually:** Catherine Witsman

**Others attending:** Melissa Loiselle-Director, Gale Jacobi-Office Manager, and Mike Reuter-Financial Planner

**M. Reuter's Report:**

Form 1 – Notice of Adoption has been filed with DLGF.

Form 3 – Notice to Taxpayers of Public Hearing was filed on this date. (Advertising submitted 8/26/22).

2023 Budget Proposal presented - **\$465,989.00**

The board will vote on the budget at the October 18<sup>th</sup> board meeting.

**Public comment:** none

**Public Hearing closed at 6:37 PM.**

Attest:

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President, Board of Trustees

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Secretary (Acting), Board of Trustees



## **MEETING MINUTES OF THE BOARD OF TRUSTEES FORTVILLE VERNON TOWNSHIP PUBLIC LIBRARY**

A meeting of the Board of Trustees (the "Board") of Fortville-Vernon Township Public Library (the "Library") was held at 625 E Broadway St, Fortville, Indiana, on September 20, 2022 at the hour of 6:38 p.m. (Local Time), pursuant to notice duly given in accordance with the rules of the Board.

The meeting was called to order by the President of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Tonya Galbraith, Lola Halterman, Rebecca Hiday, Ashley Jenkins, Kittie Masters and Julie Wilson

Present Virtually: Catherine Witsman

Absent: none

Others Present: Melissa Loiselle- Director, Gale Jacobi- Office Manager, and Mike Reuter-Financial Advisor.

**Approval of Meeting Minutes:** The President requested the approval of the August 16, 2022 board meeting minutes. On motion duly made, seconded and carried, the minutes were approved. The President requested the approval of the August 16, 2022 Executive Session meeting minutes. On motion duly made, seconded and carried, the minutes were approved.

### **Treasurer's Report:**

- Total August vouchers: \$37,018.08
- Total August receipts: \$37,354.05
- The ending balance: \$502,218.12

The President requested the approval of the August 2022 Financials. On motion duly made, seconded and carried, the financials were approved.

### **New Business:**

- **2023 Growth Appeal and Updated Fiscal Plan**, Mike Reuter presented the Fiscal Plan Update to the board. He explained how the funding process and budget limits work. The President requested the approval to file Petition to Appeal for Increase Above the Maximum Levy. On motion duly made, seconded and carried, the intention to file was approved.
- **New Hire:** Sydney Stephenson has been hired as a part-time staff member.
- **Updated Fee Schedule:** The President stated that the Board needed to approve the changes in the Fee Schedule. On motion duly made, seconded and carried, the Fee Schedule attached as Exhibit A was adopted.

### **Director's Report:**

- Circulation for the year is up in all areas.
- The goal of 2,000 library cards has been reached. Now we will aim for 3,000 card holders.
- More staff members are being trained to use the Evergreen Program.
- A new leak in the roof has been repaired. We now have a handyman who will be doing things that need attention.



- “Read1000 Books before Kindergarten” is ready to start. Ryan Homes will sponsor alongside the Library and pay for the book prizes.
- Programing possibilities being considered are Yoga classes, cooking presentations and holiday cookie decorating.
- There have been some computers donated to the Library and updates have been done on our system.
- The Library will participate in the Township Safety Day.
- Getting cards to Mt. Vernon students will be investigated.

#### **Unfinished Business**

- **Strategic Planning Committee:** Meeting to be held on October 5, 2022 at 5809 W Airport Blvd, Greenfield IN.
- **Bond Legal Representation Proposal:** Ice Miller’s Bond Representation Proposal was presented and tabled until a fee schedule is attached.
- **Location Priorities Discussion:** The Board reviewed letters to be sent to Town Council of Fortville, Town Council of McCordsville, Vernon Township Board, Mt. Vernon Board of School Trustees, and Hancock Health concerning availability of possible sites for a new library.
- **HVAC Update:** The Board reviewed the letter to be sent to Muegge Plumbing & Heating concerning charges for repair work. It will be sent via registered mail.

**Public Comment:** none

**Board Comments:** none

Motion made and seconded to adjourn the meeting. Meeting adjourned at 8:17 p.m.

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Secretary (Acting), Board of Trustees

Attest:

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President, Board of Trustees