

Meeting Title: Milford Library Board of Trustee Meeting

Date: April 20, 2026

Time: 5:01 pm

Location: 101 N. Main St. Milford, IN. 46542

Facilitator: Karl Stutzman

- 1. Welcome**
- 2. Pledge of Allegiance, Led by: Janna Stollery**
- 3. Mission Statement, stated by Karl Stutzman**

- Greeting
- President Mindy Brooks (MB) Vic President Deatra Kinney (DK)
- Treasurer Katy Stoller (KS) Secretary Oscar Hernandez (OH)
- Sally Cline (SC) Janna Stollery JS)
- Justin Beer (JB)

Vice president Deatra Kinney absent

- Guests: Friends of the library: Andrea Newman, Joyce Rider, and Nancy Levernier
- Review of meeting goals: Copy of Agenda

4. Approval of Previous Minutes

- Reviewed previous minutes and some errors were discovered. In the Finance Committee minutes:
 1. The committee agreed on the Purchase Policy with a threshold limit of \$ 5000.00; any amount over will need Board approval.
 2. The Rainy-Day funds will not be transferred into the General Fund.

With these corrections the Previous Minutes are Approved by: All

5. Financial report:

A. Monthly financial report:

Motion to accept the financial report made by: Justin Beer

Seconded by: Katy Stoller

Approved by: All

B. Claims

- Circulation statistics
- Programming highlights
- Facility updates

Rental Property: a \$ 1300.00 repair for the building fire alarm system.

- Budget and funding news
 1. Received Endowment: a motion to reinvest into the Endowment fund was made by: Katy Stoller, seconded by: Justin Beer, Approved by: All
 2. Gift funds update; these funds need to be under stricter board control as per state requirement.
 3. Interested in setting up funds to keep track of Grants.
 4. Gifts:
 - a. Rod Beer: \$ 2170.00 in memory gift
 - b. SRP: \$ 2777.71
 - c. Charlotte Siegfried: \$ 2500.00 undesignated gift
 - d. Arthur Newman: \$ 500.00 for the children's department

6. Library Director's Report

- Upcoming events and programs

Summer Reading Program (SRP): Preparations are underway
National Library Week (April 19-25)
Author visit by Megan Davidhizar on May 16

- Community outreach initiatives
Focus on increasing engagement with teens and the Hispanic community
Updating perceptions of the library
The America 250 history tour starting Memorial Day weekend
- Technology and resources
Library switching to Goshen Fiber for faster, cheaper internet and phone service.
Will be using West Fax (e-fax) to replace our old Fax equipment
Elevator phone will be using a new cellular connection
IT improvements:
 - b) Windows 10 computers are being phased out
 - c) Wi-Fi gateway is being upgraded

7. President and Committee reports

- A. Personnel: None
- B. Facilities:

1. Sally Cline reported that the boxwoods in front of the library along main street are damaged because of salt damage, possibly by Dynamic Landscaping, in keeping sidewalk clear of snow. Karl will ask Dynamic landscaping about our concerns.
2. Getting quote from Cathy's our cleaning service about window cleaning. Might not be needed with a possible volunteer.

C. Finance: Katy Stoller stated that the Lake City \$ 100,000 CD will mature on April 22, 2026 and will move the funds along with the interest of \$3032.77; for a total of 103,032.77 to the Trust Indiana account.

8. Old business

a. Book mobile for the Amish community is still in the planning stage. Janna Stollery suggested offering the Amish community free books from the Friends of the Library collection.

b. Determining the schedule for reviewing the Milford Public Policy has been tabled till Fall.

9. New Business

a. A Designation of Responsible Party with Karl Stutzman as the Responsible Party and Katy Stoller as the second, if Karl Stutzman is unavailable.

Motion to Approve Responsible Party Designation made by: Katy Stoller

Seconded by: Sally Cline; Approved by: All

10. Capital Projects:

1. Karl would like to start on the lighting project by replacing the canister lighting and the fluorescent lights with LED's. This is a small start on a large project.
2. Flag replacements
3. The exterior sign is still being studied; waiting on Graycraft Signs of Warsaw to give quote.

11. Motion to pay the bills made by: Mindy Brooks

Seconded by: Oscar Hernandez

Approved by: All

12. Adjournment: Motion for Adjournment by: Justin Beer

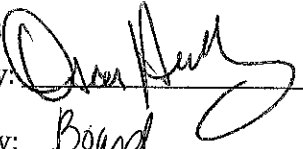
Seconded by: Sally Cline

Approved by: All; Adjourned 5:55 pm

Attachments: [Include any relevant documents, reports, or flyers]

Signatures

Recorded by:



Approved by:

Board

Date Approved:

5-18-26