

FRANKFORT COMMUNITY PUBLIC LIBRARY
Regular Meeting of the Board of Trustees
September 8, 2025

The Frankfort Community Public Library Board of Trustees met at 6:47 P.M. The meeting was held at the Frankfort Community Public Library. President Pam Nichols presided. Present were Tim Anno, Mike Brackett, Suzi Pluhar, Flossie Swearingen, Rodney Wann. Chad Kozuch was not present. Also present were Morgan Maldonado- Director, Stephanie Damrow- Treasurer, Also present Gene Marshall

CALL TO ORDER:

Pam Nichols called the meeting to order at 6:47 P.M.

AGENDA:

Tim Anno made a motion, seconded by Flossie Swearingen to approve the agenda as presented; motion carried.

MINUTES:

Rodney Wann made a motion, seconded by Suzi Pluhar to approve the minutes as presented; motion carried.

TREASURER'S REPORT:

Reconciled the bank account. Made all deposits, including Certified shares in the amount of \$28,485.58. Monthly gateway uploads are completed. All monthly payrolls complete. Flossie Swearingen motioned, seconded by Mike Brackett to accept the treasurer's report; motion carried.

DIRECTOR'S REPORT:

3 units of our HVAC are down and we are working to get those running. Groups have told us they are impressed with our outreach programs and partnerships we have. We are working on multiple grants right now, but the main one is for updating our theater. October 3rd is our staff day where we will be giving everyone opportunity to earn LEUs. We have 3 circulation clerks leaving and working on getting those positions filled.

PATRON COMMUNICATION: NONE

APPROVAL OF BILLS:

Mike Brackett made a motion, seconded by Tim Anno to approve the bills for payment on the register of claims from August 12-September 8, 2025; motion carried.

OLD BUSINESS: NONE

NEW BUSINESS:

2026 Operating Budget: Budget hearing was tonight and adoption of the budget will be in October.

November board meeting date-

Flossie Swearingen made a motion, seconded by Mike Brackett to move the regular board meeting in November to 11/17/25. The motion carried.

Resolution- *Commitment to join IN State Library Consortium for public Library Internet Access for Funding Year July 1 2026-June 30 2027-* Tim Anno made a motion, seconded by Mike Brackett to approve the resolution; motion passed

Library policies:

Meeting Room policy- Mike Brackett motioned, seconded by Rodney Wann to approve the meeting room policy; motion carried

- **Interlibrary Loan (ILL) policy-** Flossie Swearingen made a motion, Tim Anno seconded to approve the Interlibrary Loan (ILL) policy; motion carried
- **Community Bulletin Board Policy-** Mike Brackett mad a motion, Suzi Pluhar seconded to approve the community bulletin board policy; motion carried
- **Lost and Found Policy-** Tim Anno made a motion, Mike Brackett seconded to approve the Lost and Found policy; motion carried
- **Capital Asset Policy-** Suzi Pluhar made a motion, Rodney Wann seconded to approve the Capital Asset policy; motion carried
- **Collection Development Policy-** Mike Brackett made a motion, Suzi Pluhar seconded to approve the Collection Development policy; motion carried.
- **Hotspot Rules-** Mike Brackett made a motion, Suzi Pluhar seconded to approve the Hotspot rules; motion carried.

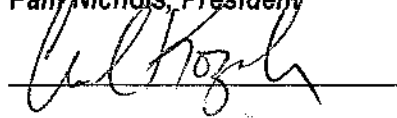
HR Consultant- Tim Anno made a motion, Mike Brackett seconded to allow the Library Director to use an HR consultant as needed to assist with HR related functions; motion carried.

TRANSFERS: NONE

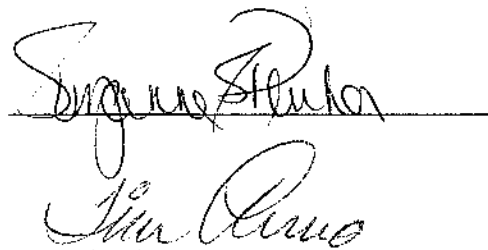
ADJOURNMENT:

Mike Brackett made a motion, seconded by Suzi Pluhar to adjourn the meeting at 7:41 P.M; motion carried.

Pam Nichols, President



Chad Kozuch, Vice President



Flossie Swearingen, Secretary

Board Members

