

**Minutes of the Starke County Public
Library System's Board Meeting
October 11, 2022**

Members in Attendance:

Kim Gingher, Ruth Bailey, Marcia Lochner, Steve Dodge, Heather Quinn

Non-Members in Attendance: Kathleen Bowman—Director, Kathryn Lynch—HR and Business Office Coordinator

- I. **Call to order – Kim Gingher** called the meeting to order at 4:15 P.M.
- II. **Public Comment:** No Public Comment
- III. **Amendment/Acceptance of proposed agenda**
Steve Dodge made a motion to approve the agenda as presented.
Heather Quinn seconded; motion passed unanimously.
- IV. **Approval of minutes**
Steve Dodge made the motion to accept the September 13, 2022, Regular Meeting minutes as presented. **Marcia Lochner** seconded; motion passed unanimously.
- V. **Approval for claims for October 2022**
Ruth Bailey made the motion to approve the **Allowance of Accounts Payable Vouchers for October 2022 in the amount of \$167,717.02.**
Marica Lochner seconded; motion passed unanimously.
- VI. **Financial report**
 - A. **Depository and Cash Reconciliation**
Director Bowman discussed the depository and cash reconcilements for Key Bank and 1st Source Bank for the month of September 2022.
 - B. **Fund Report**
Director Bowman informed the board how the fund balances should always match the depository and cash reconciliation balances.

C. Appropriation Report

Director Bowman informed the board how we stayed on track for spending for 2022.

D. Revenue Report

Director Bowman informed the board there was nothing out of the normal in the revenue report for September 2022.

VII. Director's Report

Director Bowman informed the board of updates happening around SCPLS, including information about

VIII. Monthly Statistical Report

Director Bowman informed the board of the September 2022 statistics.

IX. Personnel Actions

There are no Personnel Actions to bring before the Board.

X. New Business

A. Strategic Plan Adoption

Steve Dodge made the motion to adopt the Strategic Plan as presented effective January 1, 2023, to December 31, 2027. **Marcia Lochner** seconded; motion passed unanimously.

B. Meal and Break Periods Policy

Marcia Lochner made the motion to adopt the Meal and Break Periods Policy as presented. **Heather Quinn** seconded; motion passed unanimously.

XI. Old Business

There is no Old Business to come before the Board.

XII. Any additional business to come before the board

XIII. Adjournment

Ruth Bailey made the motion to adjourn the October 11, 2022, Regular Board Meeting. **Steve Dodge** seconded; motion passed unanimously.

Time 4:30 P.M.