

**REGULAR MEETING
VIGO COUNTY PUBLIC LIBRARY
680 Poplar Street
Terre Haute, IN 47807
Monday, July 15, 2024, 5:30 PM**

A G E N D A

1. **Call to Order and Roll Call of Members**
2. **Public Input on Action Items**
3. **Consideration of Minutes of June 17, 2024, Regular Meeting**
4. **Treasurer's Report**
 - A. Monthly Financial Statement
 - B. Claims and Payroll
 - C. Special Claims
 - D. Gift Fund Report
5. **Reports to the Library Board**
 - A. Sharing Knowledge and Building Community ~ Jeanette Bouchie
6. **Director's Report**
7. **Old Business**
8. **New Business**
 - A. Resolution for Surplus Property
9. **Suggestions from the Staff, Board or Public for Action or Study**
10. **Next Regular Meeting:** Monday, August 19, 2024 at 5:30 p.m., Main Library.
11. **Adjournment**

At the regular meeting of the Vigo County Public Library Board at the Vigo County Public Library, 680 Poplar Street, at 5:30 p.m. on the 17th day of June 2024, the following persons were present:

Library Board Members Present: Terry W. Jones, President; James M. Young, Vice President; Christi A. Fenton, Secretary; and George L. Heubel.

Library Board Members Absent: Stacy D. Killion, Brian L. Cain; and Tiffany D. Cherry.

Library Staff: Kristi Howe, Dennis Shepard, Amy Gibson, Jeanette Bouchie, Brandy Bridgewater, Chelsea Howard, and Lauren Elyea.

Others: none.

PUBLIC INPUT ON ACTION ITEMS

None.

CONSIDERATION OF REGULAR MEETING MINUTES

A motion to approve the minutes as written for the May 20, 2024, regular meeting, made by Fenton, seconded by Heubel, passed.

TREASURER'S REPORT

Monthly Cash Statement

Dennis Shepard presented the Cash Statement for May 2024 (copy attached to official minutes).

Claims and Payroll

Mr. Shepard presented the Month End Claims dated May 31, 2024, in the amount of \$69,955.28 (Library Operating, \$67,800.41; Gift Fund, \$2,154.87; Grants, \$0). Library Operating Claims dated June 17, 2024, in the amount of \$137,742.63 (Library Operating Fund, \$136,498.53; Gift Fund, \$136.77; Grants, \$1,107.33). (Copy of Cash Statement, Month End Claims, Board Claims, and Payroll Summaries attached to official minutes.)

Special Claims

Mr. Shepard presented a special claim dated May 31, 2024, for \$238,726.74 to Keymark Construction for 12 Points change orders and work completed.

Gift Fund Report

Mr. Shepard presented the Gift Fund report for May 2024 for \$52,705.53.

Approval of Treasurer’s Report

A motion to approve the Treasurer’s Report, made by Young, seconded by Heubel, passed.

REPORTS TO THE LIBRARY BOARD

Tech Team Manager Chelsea Howard shared data demonstrating usage of spaces and services offered by the Tech Team, including public computers, collaborative spaces, Haute Create, and Haute Studio. She discussed the Tech Team’s approach to creating facilitated learning environments, with the goals of reducing barriers to access and creating spaces where patrons can comfortably and confidently learn and grow, using both traditional and creative approaches.

DIRECTOR’S REPORT

Ms. Howe commented on her written report.

Ms. Howe provided an update on VCPL’s participation in Juneteenth celebrations to the Board, noting that VCPL will be closed on Wednesday, July 19 in observance of the holiday.

She also shared progress on the 12 Points Branch Library construction project and highlighted two recent grants received by VCPL - a \$5,000 Creative Aging grant from the Indiana Arts Commission in partnership with the Indiana Family and Social Services Administration Division of Aging and a \$20,000 NEA Big Read grant from the National Endowment for the Arts in partnership with Arts Midwest.

A motion approving the Director’s Report made by Heubel, seconded by Fenton, passed. (Copy of Director’s Report attached to official minutes.)

OLD BUSINESS

None.

NEW BUSINESS

Appoint Budget Committee

President Terry Jones volunteered for the committee and other board members shared their willingness and interest, but noted they would need to check their schedules once a date was chosen for the meeting. Mrs. Gibson will arrange a date and time and provide all board members with the opportunity to participate on the committee.

SUGGESTIONS FROM THE BOARD, STAFF, OR PUBLIC FOR ACTION OR STUDY

None.

NEXT MEETING

Regular Meeting, Monday, June 17, 2024, at 5:30 p.m., Main Library.

ADJOURNMENT

A motion to adjourn the meeting made by Young, seconded by Heubel, passed. The meeting was adjourned at 6:01 p.m.

Terry W. Jones, President

James M. Young, Vice President

ABSENT

Christi A. Fenton, Secretary

Stacy D. Killion, Board Member

ABSENT

Brian L. Cain, Board Member

George L. Heubel, Board Member

ABSENT

Tiffany D. Cherry, Board Member

AG 7/3/24

Cash Statement
 Vigo County Public Library
 June 2024

Account Title Number	Beginning MTD Balance YTD Balance	MTD Debits YTD Debits	MTD Credits YTD Credits	Ending Balance	MTD Change YTD Change
Cash Library Operating Fund 100-01-1010	2,508,209.89 5,786,755.08	4,401,431.80 5,121,598.85	706,635.21 4,705,347.45	6,203,006.48	3,694,796.59 416,251.40
Cash Gift Fund 200-00-1010	52,705.53 70,043.77	11,709.22 19,488.96	2,044.62 27,162.60	62,370.13	9,664.60 (7,673.64)
Cash Rainy Day Fund 201-00-1010	1,748,249.16 1,748,249.16	0.00 0.00	0.00 0.00	1,748,249.16	0.00 0.00
Cash-State Technology Reimburs 276-00-1010	(5,334.89) (12,325.97)	0.00 12,370.68	1,107.33 6,486.93	(6,442.22)	(1,107.33) 5,883.75
Cash-WVCF Creating a Better To 277-00-1010	10,000.00 10,000.00	0.00 0.00	0.00 0.00	10,000.00	0.00 0.00
Cash-UW Neighborhood Improveme 278-00-1010	0.00 5,000.00	0.00 0.00	0.00 5,000.00	0.00	0.00 (5,000.00)
Cash-WVCF Impact Grant 279-00-1010	10,600.00 10,600.00	0.00 0.00	0.00 0.00	10,600.00	0.00 0.00
Cash Public Library Access Car 800-00-1010	0.00 65.00	0.00 65.00	0.00 130.00	0.00	0.00 (65.00)
Cash-Payroll Withholdings 803-00-1010	917.94 54.09	78,368.85 490,310.62	78,309.03 489,386.95	977.76	59.82 923.67

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
*29065	PAUL ADAMS PRODUCTIONS, I	100 200	<i>Check</i>	825.00	56926	FREDDY FOSSILS DINO SHOW
*30127	VIGO COUNTY SCHOOL CORP-	200	<i>Check</i>	863.25	56927	FIRST GRADE TOURS TRANSPORTATIO
*30196	WABASH VALLEY LOCK & KEY I	100	<i>Check</i>	605.95	56928	REPAIR TO ADMIN OFFICE LOCK
*29679	WAYNE*DANNY	100	<i>Check</i>	250.00	56929	DJ SERVICES FOR WEST SUMMER CELI
				Total Count:	4	
				Total Amount:	2,544.20	
30107	ADP INC - AUTOPAY II	100	<i>ACH</i>	504.00	10008	PAYROLL SERVICES
30162	ADP INC - AUTOPAY II	100	<i>ACH</i>	796.45	10009	PAYROLL SERVICES
30101	AMAZON.COM LLC	100	<i>ACH</i>	209.42	10010	STORAGE FOR BOARD GAMES
30102	AMAZON.COM LLC	100	<i>ACH</i>	16.57	10011	DVD/VIDEO MATERIAL AND CIRC PRINT
30103	AMAZON.COM LLC	100	<i>ACH</i>	119.98	10012	DVD/VIDEO MATERIAL
30105	AMAZON.COM LLC	100	<i>ACH</i>	45.75	10013	STRAWS FOR SNOWCONE MACHINE
30106	AMAZON.COM LLC	100	<i>ACH</i>	39.40	10014	JUNETEENTH EVENT PAPER
30110	AMAZON.COM LLC	100	<i>ACH</i>	99.28	10015	FALL PROGRAM SUPPLIES/BATTERIES
30111	AMAZON.COM LLC	100	<i>ACH</i>	13.36	10016	HEADPHONES FOR PUBLIC COMPUTER
30112	AMAZON.COM LLC		<i>ACH</i>	13.36	10017	HEADPHONES FOR PUBLIC COMPUTER

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
		100				
30113	AMAZON.COM LLC	100	ACH	75.00	10018	CIRC PRINT MATERIAL
		100				
30114	AMAZON.COM LLC	100	ACH	21.95	10019	CIRC PRINT MATERIAL
		100				
30115	AMAZON.COM LLC	100	ACH	34.85	10020	CIRC PRINT MATERIAL
		100				
30116	AMAZON.COM LLC	100	ACH	45.15	10021	WEST SUMMER CELEBRATON ART PAI
		100				
30117	AMAZON.COM LLC	100	ACH	15.00	10022	CIRC PRINT MATERIAL
		100				
30118	AMAZON.COM LLC	100	ACH	15.98	10023	CIRC PRINT MATERIAL
		100				
30119	AMAZON.COM LLC	100	ACH	35.78	10024	CIRC PRINT MATERIAL
		100				
30120	AMAZON.COM LLC	100	ACH	43.63	10025	CIRC PRINT MATERIAL
		100				
30121	AMAZON.COM LLC	100	ACH	78.09	10026	CIRC PRINT MATERIAL
		100				
30122	AMAZON.COM LLC	100	ACH	32.27	10027	JUNE MAKER HOUR SUPPLIES
		100				
30123	AMAZON.COM LLC	100	ACH	104.10	10028	MATERIALS FOR PROGRAMMING
		100				
30131	AMAZON.COM LLC	100	ACH	59.99	10029	VIDEO GAMES
		100				
30132	AMAZON.COM LLC	100	ACH	7.49	10030	CIRC PRINT MATERIAL
		100				
30133	AMAZON.COM LLC	100	ACH	18.98	10031	CIRC PRINT MATERIAL
		100				
30134	AMAZON.COM LLC	100	ACH	26.47	10032	CIRC PRINT MATERIAL
		100				

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30135	AMAZON.COM LLC	100	ACH	49.34	10033	CIRC PRINT MATERIAL
30136	AMAZON.COM LLC	100	ACH	92.64	10034	BUBBLE MAILERS AND HAND SANITIZER
30137	AMAZON.COM LLC	100	ACH	105.14	10035	OUTREACH REPLACEMENT ITEMS
30138	AMAZON.COM LLC	100	ACH	26.90	10036	CIRC PRINT MATERIAL
30139	AMAZON.COM LLC	100	ACH	14.93	10037	CIRC PRINT MATERIAL
30140	AMAZON.COM LLC	100	ACH	36.21	10038	CIRC PRINT MATERIAL
30141	AMAZON.COM LLC	100	ACH	151.86	10039	CIRC PRINT MATERIAL
30142	AMAZON.COM LLC	100	ACH	48.44	10040	CIRC PRINT MATERIAL
30151	AMAZON.COM LLC	100	ACH	17.99	10041	DVD/VIDEO MATERIAL AND CIRC PRINT
30171	AMAZON.COM LLC	100	ACH	9.95	10042	SCIENCE CART SUPPLY
30172	AMAZON.COM LLC	100	ACH	14.32	10043	AAA BATTERIES
30173	AMAZON.COM LLC	100	ACH	53.98	10044	PAINT SUPPLIES
30174	AMAZON.COM LLC	100	ACH	39.87	10045	TAIL LIGHT FOR FORD F150
30175	AMAZON.COM LLC	100	ACH	85.83	10046	OFFICE & PROGRAMMING RESTOCK SUPPLIES
30176	AMAZON.COM LLC	100	ACH	149.54	10047	15X20X1 AIR FILTERS FOR WEST 6PK
30177	AMAZON.COM LLC	100	ACH	49.00	10048	DVD/VIDEO MATERIAL AND CIRC PRINT

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30178	AMAZON.COM LLC	100	ACH	84.98	10049	VIDEO GAMES
30179	AMAZON.COM LLC	100	ACH	241.36	10050	DVD/VIDEO MATERIAL AND CIRC PRINT
30180	AMAZON.COM LLC	100	ACH	36.45	10051	DVD/VIDEO MATERIAL AND CIRC PRINT
30181	AMAZON.COM LLC	100	ACH	13.79	10052	DVD/VIDEO MATERIAL AND CIRC PRINT
30182	AMAZON.COM LLC	100	ACH	18.99	10053	CIRC PRINT MATERIAL
30183	AMAZON.COM LLC	100	ACH	15.28	10054	CIRC PRINT MATERIAL
30184	AMAZON.COM LLC	100	ACH	6.49	10055	CIRC PRINT MATERIAL
30185	AMAZON.COM LLC	100	ACH	17.99	10056	CIRC PRINT MATERIAL
30186	AMAZON.COM LLC	100	ACH	89.94	10057	OFFICE SUPPLIES
30197	AMAZON.COM LLC	100	ACH	261.53	10058	SHREDDER AND OUTREACH DELIVERY
30198	AMAZON.COM LLC	100	ACH	91.18	10059	OFFICE AND PROGRAM SUPPLIES
30200	AMAZON.COM LLC	100	ACH	121.40	10060	CIRC PRINT MATERIAL
30201	AMAZON.COM LLC	100	ACH	15.05	10061	CIRC PRINT MATERIAL
30202	AMAZON.COM LLC	100	ACH	168.22	10062	DISASTER BAG SUPPLIES
30098	BAKER & TAYLOR INC	100	ACH	4,254.86	10063	CIRC PRINT MAT, AUD REC BOOKS

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30150	BAKER & TAYLOR INC	100	ACH	1,932.26	10064	CIRC PRINT MATERIAL
30130	BOOK DEPOT	100	ACH	1,888.99	10065	FLD PICTURE BOOKS
30209	BOOK DEPOT	100	ACH	1,539.28	10066	FLD AGES 6+
30129	DEMCO, INC	100	ACH	1,801.09	10067	12 POINTS FURNITURE
30104	E-Z CLEAN INC	100	ACH	64.80	10068	SUPPLIES
30146	E-Z CLEAN INC	100	ACH	1,414.92	10069	JANITORIAL SUPPLIES
29992	GOV CONNECTION INC	100	ACH	1,690.09	10070	12 POINTS TECHNOLOGY
30097	MIDWEST TAPE	100	ACH	1,288.04	10075	DVD/VIDEO MATERIAL
30096	RAPID REPRODUCTIONS INC	100	ACH	190.00	10076	SELFIE SIGNS FOR 1000 BOOKS BEFOR
30143	RICOH USA INC	100	ACH	2,901.43	10077	COPIER LEASE
30161	RICOH USA INC	100	ACH	1,613.66	10078	COPIER LEASE
					Total Count:	67
					Total Amount:	25,180.31
*30095	KOORSEN FIRE & SECURITY IN	100	E-pay	1,393.35	11021	MAIN INSPECTION AND REPLACEMENT
30109	SHERWIN-WILLIAMS	100	E-pay	173.97	11022	12 POINTS FENCE PICKET PAINT
30124	BUDGET BLINDS	100	E-pay	4,912.75	11023	PREPAYMENT- 12 POINTS BLINDS

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
*30126	INDIANA AMERICAN WATER CC	100	<i>E-pay</i>	25.96	11024	12 POINTS WATER SERVICE
*30128	LIBRARY STORE*THE	100	<i>E-pay</i>	336.00	11025	12 POINTS FURNITURE
*30144	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	40.43	11026	LAUNDERING OF MAIN TABLECLOTHS A
*30148	INDIANA AMERICAN WATER CC	100	<i>E-pay</i>	610.64	11027	MAIN IRRIGATION SERVICE
*30149	INDIANA AMERICAN WATER CC	100	<i>E-pay</i>	838.58	11028	MAIN WATER SERVICE
30160	THE TRASH MAN	100	<i>E-pay</i>	135.00	11029	WEST TRASH SERVICE
30163	T-MOBILE USA, INC.	100	<i>E-pay</i>	82.32	11030	WEST HOTSPOT DATA
30164	T-MOBILE USA, INC.	100	<i>E-pay</i>	925.22	11031	MAIN HOTSPOT DATA
*30165	REPUBLIC SERVICES OF WEST	100	<i>E-pay</i>	292.91	11032	MAIN TRASH SERVICE
*30166	INDIANA FARMERS MUTUAL IN:	100	<i>E-pay</i>	884.50	11033	COMMERCIAL INSURANCE POLICY
*30167	INDIANA FARMERS MUTUAL IN:	100	<i>E-pay</i>	805.25	11034	COMMERCIAL INSURANCE POLICY
*30168	INDIANA FARMERS MUTUAL IN:	100	<i>E-pay</i>	8,407.00	11035	COMMERCIAL INSURANCE POLICY
*30169	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	39.20	11036	LAUNDERING OF MAIN TABLECLOTHS A
*30170	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	48.65	11037	LAUNDERING OF MAIN TABLECLOTHS A
*30192	CITY OF TERRE HAUTE SEWAC	100	<i>E-pay</i>	595.84	11040	MAIN SEWAGE BILLING

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
*30193	CITY OF TERRE HAUTE SEWAG	100	<i>E-pay</i>	28.21	11041	12 POINTS SEWAGE BILLING
*30153	CAPITAL ONE	100	<i>E-pay</i>	120.34	11042	PROGRAM SUPPLIES
30195	OFFICE DEPOT	100	<i>E-pay</i>	149.94	11043	OFFICE SUPPLIES
29931	SAM'S CLUB DIRECT	100 200	<i>E-pay</i>	257.83	11045	PROGRAM SUPPLIES
30212	JOINK LLC	100	<i>E-pay</i>	275.00	11046	MONTHLY CLOUD BACKUP
*29935	VISA CARD SERVICES	100 200	<i>E-pay</i>	6,789.93	11047	VARIOUS SUPPLIES, TRAVEL, REGISTR.

Total Count: **24**
Total Amount: **28,168.82**

<i>Library Operating Fund 100:</i>	53,985.48
<i>Gift Fund 200:</i>	1,907.85
<i>Rainy Day Fund 201:</i>	0.00
<i>State Technology Reimbursement Grant Fund 276:</i>	0.00
<i>WVCF Creating a Better Tomorrow Grant Fund 277:</i>	0.00
<i>UW Neighborhood Improvement Grant Fund 278:</i>	0.00
<i>WVCF Impact Grant Fund 279:</i>	0.00
<i>Public Library Access Card Fund 800:</i>	0.00

Grand Total Count:	95
Grand Total Amount:	55,893.33

Executive Director
Kristi Howe

VISA - JUNE- MONTHLY TOTAL			PAY 06/28/2024	
DATE	PO#	VENDOR	DESCRIPTION	AMOUNT
KRISTI HOWE		XXXX XXXX XXXX 3729		
5/23/2024	240986	CUSTOM CUSHIONS	12 POINTS FURNISHINGS	310.62
5/25/2024	240343	FACEBOOK	FRIENDS SALES FACEBOOK AD BOOSTS	20.33
6/9/2024	240974	GOOGLE	CREDIT- REFUND FOR GOOGLE ADS ACCOUNT CANCELLATION	-3.89
ADM TOTAL				327.06
DENNIS SHEPARD		XXXX XXXX XXXX 6317		
5/23/2024	240973	FACEBOOK	BOOSTED POST FOR FOAM HOMIES	17.00
5/25/2024	240973	FACEBOOK	BOOSTED POST FOR FOAM HOMIES	19.00
5/27/2024	240973	FACEBOOK	BOOSTED POST FOR FOAM HOMIES	21.00
5/29/2024	240419	MAILCHIMP	MAILCHIMP RENEWAL	119.00
5/30/2024	240973	FACEBOOK	BOOSTED POST FOR FOAM HOMIES	24.00
5/31/2024	241033	GOOGLE	GOOGLE WORKSPACE	187.20
6/1/2024	240974	GOOGLE	SUMMER READING AD FOR GOOGLE/YOUTUBE	40.63
6/17/2024	240973	FACEBOOK	BOOSTED POST FOR FOAM HOMIES	14.00
DENNIS S TOTAL				441.83
BRANDY BRIDGEWATER		XXXX XXXX XXXX 1093		
5/24/2024	240992	WAYFAIR LLC	ENTERTAINMENT CENTER FOR 12 POINTS	305.99
5/24/2024	240969	FAMILY DOLLAR	PROGRAMMING PRIZES JUNE	58.45
5/28/2024	240822	THE TERMINAL PUBLIC HOUSE	SR GRAND PRIZE 19+	100.00
5/29/2024	240940	MENARDS	SIGN PAINT	14.99
5/29/2024	240869	MENARDS	LIBRATORY NATURE SUPPLIES	151.42
5/29/2024	240939	MENARDS	SUPPLIES FOR PLANTERS BY PARKING LOT	91.90
5/31/2024	241026	AMERICAN ASSOCIATION OF NOTARIES	NOTARY RECORD BOOK FOR SHARON	19.90
6/1/2024	240121	ICONIC DIGITAL MARKETING	ANNUAL FEE FOR ICONIC DIGITAL	355.50
6/3/2024	240980	MENARDS	ART HACKS SUPPLIES	17.14

6/3/2024	240978	DOLLAR TREE STORES	MOP HEADS	18.75
6/5/2024	241044	VANDAL STOP PRODUCTS	ELECTRICAL OUTLET COVER LOCKABLE	518.00
6/7/2024	241052	WEBSTAURANTSTORE	SNOWCONE MACHINE AND SUPPLIES	749.19
6/11/2024	240343	FACEBOOK	FRIENDS SALES FACEBOOK AD BOOSTS	25.00
6/11/2024	241077	CANVA	1 YEAR PRO CANVA ACCOUNT	120.00
6/12/2024	241088	MENARDS	SUPPLIES FOR 12 POINTS	356.86
6/19/2024	241141	TECHSOUP GLOBAL	MONTHLY CLOUD SOLUTIONS LICENSE	270.00
6/20/2024	241122	HAT & BEARD PRESS	REF MATERIAL	46.50
6/20/2024	241120	VANDAL STOP PRODUCTS	ELECTRICAL OUTLET COVER LOCKABLE	478.00
6/21/2024	241044	VANDAL STOP PRODUCTS	REFUND FOR RETURN- ELECTRICAL OUTLET COVER LOCKABLE	-478.00
6/21/2024	241129	S&S WORLDWIDE	CONSTRUCTION PAPER/PAINT	90.81
BRANDY TOTAL				3310.40
HEATHER RAYL XXXX XXXX XXXX 6325				
HEATHER TOTAL				0.00
VIGO CO PUBLIC LIBRARY XXXX XXXX XXXX 4648				
5/29/2024	241013	WISEPIES PIZZA AND SUBS	NEW EMPLOYEE ORIENTATION LUNCH	42.64
6/14/2024	241099	BAMBU LAB	X1-CARBON COMBO 3D PRINTER	2668.00
VIGO TOTAL				2710.64
GRAND TOTAL				6789.93

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
*29066	SINGER*LEAH R.	100	<i>Check</i>	125.00	56933	SUMMER READING PROGRAM
29753	WILDLIFE EDUCATION LLC	100	<i>Check</i>	495.00	56934	HEDGEHOG HANNAH ANIMAL SHOW
					Total Count:	2
					Total Amount:	620.00
30314	ADP INC - AUTOPAY II	100	<i>ACH</i>	818.63	10079	PAYROLL SERVICES
30219	AMAZON.COM LLC	100	<i>ACH</i>	22.79	10080	DVD/VIDEO MATERIAL
30220	AMAZON.COM LLC	100	<i>ACH</i>	128.82	10081	DVD/VIDEO MATERIAL AND CIRC PRINT
30221	AMAZON.COM LLC	100	<i>ACH</i>	13.35	10082	DVD/VIDEO MATERIAL AND CIRC PRINT
30222	AMAZON.COM LLC	100	<i>ACH</i>	59.44	10083	DVD/VIDEO MATERIAL AND CIRC PRINT
30233	AMAZON.COM LLC	100	<i>ACH</i>	26.42	10084	BOOK BIN NON-CIRCULATING BOOKS
30234	AMAZON.COM LLC	100	<i>ACH</i>	15.82	10085	BOOK BIN NON-CIRCULATING BOOKS
30235	AMAZON.COM LLC	100	<i>ACH</i>	11.99	10086	CIRC PRINT MAT
30266	AMAZON.COM LLC	100	<i>ACH</i>	39.99	10087	VIDEO GAMES
30267	AMAZON.COM LLC	100	<i>ACH</i>	14.18	10088	CIRC PRINT MATERIAL
30268	AMAZON.COM LLC	100	<i>ACH</i>	18.01	10089	CIRC PRINT MATERIAL
30274	AMAZON.COM LLC	100	<i>ACH</i>	63.66	10090	WATERCOLOR ART SUPPLIES FOR SUM

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30276	AMAZON.COM LLC	100	ACH	93.65	10091	CIRC PRINT MAT AND CIRC NON-PRINT
30277	AMAZON.COM LLC	100	ACH	12.95	10092	CIRC PRINT MATERIAL
30278	AMAZON.COM LLC	100	ACH	339.98	10093	FILAMENT FOR 3D PRINTERS
30279	AMAZON.COM LLC	100	ACH	70.18	10094	DVD/VIDEO MATERIAL
30281	AMAZON.COM LLC	100	ACH	186.87	10095	DVD/VIDEO MATERIAL AND CIRC PRINT
30282	AMAZON.COM LLC	100	ACH	101.41	10096	ARTS PROGRAM SUPPLIES
30283	AMAZON.COM LLC	100	ACH	39.45	10097	DVD/VIDEO MATERIAL
30284	AMAZON.COM LLC	100	ACH	29.69	10098	DVD/VIDEO MATERIAL
30285	AMAZON.COM LLC	100	ACH	103.98	10099	DVD/VIDEO MATERIAL
30286	AMAZON.COM LLC	100	ACH	173.72	10100	DVD/VIDEO MATERIAL
30301	AMAZON.COM LLC	100	ACH	28.49	10101	DVD/VIDEO MATERIAL
30311	AMAZON.COM LLC	100	ACH	159.71	10102	CIRC PRINT MATERIAL
30312	AMAZON.COM LLC	100	ACH	16.52	10103	CIRC PRINT MATERIAL
30313	AMAZON.COM LLC	100	ACH	27.99	10104	CIRC PRINT MATERIAL
30315	AMAZON.COM LLC	100	ACH	65.55	10105	CIRC PRINT MATERIAL

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30317	AMAZON.COM LLC	100	ACH	56.47	10106	DISASTER KIT SUPPLIES
30318	AMAZON.COM LLC	100	ACH	634.66	10107	SR/PRIZE WHEEL PRIZES
30319	AMAZON.COM LLC	100	ACH	117.35	10108	OFFICE SUPPLIES
30334	AMAZON.COM LLC	200	ACH	210.69	10109	CAC CRAFT SUPPLIES
30343	AMAZON.COM LLC	200	ACH	274.99	10110	FLD GRAND PRIZES
30227	BAKER & TAYLOR INC	100	ACH	1,574.85	10111	CIRC PRINT MAT AND REF PRINT MAT
30308	BAKER & TAYLOR INC	100	ACH	2,358.05	10112	CIRC PRINT MATERIAL
30340	BAKER & TAYLOR INC	100	ACH	66.59	10113	BOOK CLUB BOOKS
30348	BAKER & TAYLOR INC	100	ACH	4,040.73	10114	CIRC PRINT MATERIAL
30232	BOOK DEPOT	100 200	ACH	2,870.72	10115	FLD AND HALLOWEEN BOOK GIVE AWA
30239	BOOK DEPOT	100	ACH	349.49	10116	COMMUNITY BAND CONCERT BOOKS
30330	BOOK DEPOT	100	ACH	384.14	10117	SRP SIGN UP BOOKS ADDITIONAL
30328	CDW-G	100	ACH	1,311.30	10118	HALO 3C SMART SENSOR
*30287	CULLIGAN WATER CONDITIONI	100	ACH	30.50	10119	WEST COOLER RENTAL
*30260	DONALD R FREY & COMPANY I	100	ACH	7,292.84	10120	ANNUAL SUPPORT
30230	E-Z CLEAN INC		ACH	447.32	10121	JANITORIAL SUPPLIES

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
		100				
30322	E-Z CLEAN INC	100	ACH	132.40	10122	JANITORIAL SUPPLIES
		100				
30272	ENA	276	ACH	1,107.33	10123	INTERNET SERVICE
		276				
30329	ENA	100	ACH	93.10	10124	VOICE SERVICE
		100				
30226	GALE/CENGAGE LEARNING	100	ACH	20.99	10125	CIRC PRINT MATERIAL
		100				
30306	GALE/CENGAGE LEARNING	100	ACH	23.25	10126	CIRC PRINT MATERIAL
		100				
*30288	INGLE*ASHLEY	100	ACH	1,500.00	10127	SUMMER 2024 TUITION REIMBURSEMEI
		100				
30298	INVENGO AMERICAN CORP	100	ACH	5,638.00	10128	FE TECH HARDWARE MAINT RENEWAL
		100				
30342	INVENGO AMERICAN CORP	100	ACH	268.00	10129	ANNUAL MAINTENANCE- LIVE SCANNIN
		100				
30323	KNOWBE4, INC	100	ACH	1,575.60	10130	KNOWBE4 TRAINING RENEWAL
		100				
*30258	MIDWEST COMMUNICATIONS, I	100	ACH	840.00	10131	AD SPOTS FOR JUNE
		100				
30225	MIDWEST TAPE	100	ACH	1,751.22	10132	DVD/VIDEO MATERIAL
		100				
30259	MIDWEST TAPE	100	ACH	6,456.36	10133	HOOPLA JUNE INVOICE
		100				
30321	MIDWEST TAPE	100	ACH	1,146.61	10134	PROCESSING
		100				
30346	MIDWEST TAPE	100	ACH	319.26	10135	DVD/VIDEO MATERIAL
		100				
30339	NEW AVENUES	100	ACH	166.24	10136	ALA CARTE ADMIN FEE
		100				

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30326	OCLC INC	100	ACH	762.84	10137	EZPROXY
30270	PAYPAL INC	100	ACH	19.95	10138	MONTHLY PAYFLOW LINK
30269	PAYPAL INC	100	ACH	19.95	10139	MONTHLY PAYFLOW LINK
*30299	PROQUEST INFO & LEARNING I	100	ACH	9,451.74	10140	ANCESTRY AND HERITAGEQUEST RENEWAL
*30289	SISK*CARRIE	100	ACH	3,000.00	10141	SUMMER 2024 TUITION REIMBURSEMENT
30224	SPAID-ROBERTS, ELISE	100	ACH	1,500.00	10142	SUMMER 2024 TUITION REIMBURSEMENT
*30310	UNIQUE MANAGEMENT SERVICE	100	ACH	617.62	10143	NOTICES
*30332	UNIQUE MANAGEMENT SERVICE	100	ACH	484.10	10144	PLACEMENTS
*30333	UNIQUE MANAGEMENT SERVICE	100	ACH	1,673.08	10145	DIRECT MAIL POSTCARDS FOR NEW MEMBERS
30309	WAGeworks, INC.	100	ACH	168.82	10146	COBRA MONTHLY FEE
30290	WEAS ENGINEERING INC	100	ACH	491.72	10147	WATER TREATMENT MANAGEMENT
					Total Count:	69
					Total Amount:	63,932.11
30191	CROWN ELECTRIC, INC	100	E-pay	1,641.00	11039	MOTION SENSOR LIGHTS IN SPC STACK
30228	VERIZON - WIRELESS	100	E-pay	175.30	11048	PHONE SERVICE
*30231	COURTESY CLEANING CENTER	100	E-pay	33.78	11049	LAUNDERING OF MAIN TABLECLOTHS

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
*30236	YOUR AUTOMATIC DOOR COM	100	<i>E-pay</i>	285.00	11050	WALNUT STREET DOOR REPAIR
*30237	LIBRARY STORE*THE	100	<i>E-pay</i>	7,522.40	11051	12 POINTS FURNITURE
*30261	INDIANA FARMERS MUTUAL IN:	100	<i>E-pay</i>	8,312.25	11070	COMMERCIAL INSURANCE POLICY
*30262	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	66.50	11071	LAUNDERING OF MAIN TABLECLOTHS A
*30265	MIDLAND PAPER COMPANY INC	100	<i>E-pay</i>	749.14	11072	LARGE FORMAT PRINTER INK
30152	BAESLERS MARKET	100	<i>E-pay</i>	13.75	11073	PROGRAM SUPPLIES
30275	WEX BANK	100	<i>E-pay</i>	194.13	11074	FUEL SERVICE
30291	FASTENAL COMPANY	100	<i>E-pay</i>	80.83	11075	SPECIALTY SCREWS
30292	OFFICE DEPOT	100	<i>E-pay</i>	75.68	11076	OFFICE SUPPLIES
*30300	TOWN OF WTH WATER & SEWE	100	<i>E-pay</i>	74.57	11077	WEST WATER SERVICE
30307	BANNER GRAPHIC	100	<i>E-pay</i>	180.00	11078	NEWSPAPERS
*30316	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	15.00	11079	LAUNDERING OF MAIN TABLECLOTHS A
*30078	LOWE'S COMMERCIAL SERVI	100	<i>E-pay</i>	567.50	11080	MAINTENANCE SUPPLIES
*30324	INDIANA AMERICAN WATER CC	100	<i>E-pay</i>	57.12	11081	PRIVATE FIRE SERVICE
*30327	PURITAN WATER CONDITIONIN	100	<i>E-pay</i>	859.06	11082	WATER SOFTENER REPAIR
30003	HOBBY LOBBY	100	<i>E-pay</i>	8.98	11083	PROGRAM SUPPLIES

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30336	CENTERPOINT ENERGY	100	<i>E-pay</i>	23.99	11084	WEST GAS SERVICE
30338	OVERDRIVE	100	<i>E-pay</i>	9,750.00	11085	JULY MONTHLY DEPOSIT
*30344	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	32.73	11086	LAUNDERING OF MAIN TABLECLOTHS A
30345	SULLIVAN DAILY TIMES	100	<i>E-pay</i>	163.00	11087	NEWSPAPERS
*30347	LAKESHORE LEARNING MATEF	100	<i>E-pay</i>	54.03	11088	CIRC NON PRINT PHYSICAL MATERIALS
*30238	LIBRARY STORE*THE	100	<i>E-pay</i>	1,452.44	11089	12 POINTS FURNITURE

Total Count: **25**
Total Amount: **32,388.18**

<i>Library Operating Fund 100:</i>	92,849.62
<i>Gift Fund 200:</i>	2,983.34
<i>Rainy Day Fund 201:</i>	0.00
<i>State Technology Reimbursement Grant Fund 276:</i>	1,107.33
<i>WVCF Creating a Better Tomorrow Grant Fund 277:</i>	0.00
<i>UW Neighborhood Improvement Grant Fund 278:</i>	0.00
<i>WVCF Impact Grant Fund 279:</i>	0.00
<i>Public Library Access Card Fund 800:</i>	0.00

Grand Total Count:	96
Grand Total Amount:	96,940.29

Executive Director
Kristi Howe

**Payroll Payable
Voucher Register**

Vigo County Public Library

For Period June -2024

Page 1 of 2 Pages

Date Filed	Voucher Number	NAME OF CLAIMANT	AMOUNT OF VOUCHER	AMOUNT ALLOWED	CHECK/ WARRANT NUMBER	MEMORANDUM
6/7	Pay #12	Gross Payroll	\$ 140,107.02	\$ 140,107.02	ACH	
6/7	Pay #12	FICA	\$ 10,130.41	\$ 10,130.41	ACH	
6/7	Pay #12	PERF	\$ 18,614.93	\$ 18,614.93	ACH	
6/21	Pay #13	Gross Payroll	\$ 155,881.20	\$ 155,881.20	ACH	
6/21	Pay #13	FICA	\$ 11,326.66	\$ 11,326.66	ACH	
6/21	Pay #13	PERF	\$ 19,211.77	\$ 19,211.77	ACH	
6/21	Pay #13	UHC	\$ 84,111.42	\$ 84,111.42	ACH	
6/21	Pay #13	Guardian	\$ 7,413.55	\$ 7,413.55	ACH	
	Pay	Gross Payroll	\$ -	\$ -	ACH	
	Pay	FICA	\$ -	\$ -	ACH	
	Pay	PERF	\$ -	\$ -	ACH	

		Total library cost	\$ 446,796.96			
June	Pays 12 & 13	Nationwide	\$ 1,562.19	\$ 1,562.19	ACH	Staff withholding
June	Pays 12 & 13	Garnishments	\$ 555.50	\$ 555.50	ACH	Staff withholding
June	Pays 12 & 13	Garnishment Reim	\$ 886.11	\$ 886.11	ACH	Staff withholding
June	Pays 12 & 13	AFLAC	\$ 977.76	\$ 977.76	ACH	Staff withholding
June	Pays 12 & 13	United Way	\$ 252.00	\$ 252.00	ACH	Staff withholding
June	Pays 12 & 13	UHC	\$ 10,000.00	\$ 10,000.00	ACH	Staff withholding
June	Pays 12 & 13	HSA adj.		\$ -	ACH	Staff withholding
June	Pays 12 & 13	Guardian	\$ 1,483.42	\$ 1,483.42	ACH	Staff withholding
June	Pays 12 & 13	Boston Mutual	\$ 581.26	\$ 581.26	ACH	Staff withholding
June	Pays 12 & 13	Fed Tax	\$ 20,614.20	\$ 20,614.20	ACH	Staff withholding
June	Pays 12 & 13	State Tax	\$ 8,762.05	\$ 8,762.05	ACH	Staff withholding
June	Pays 12 & 13	Local Tax	\$ 5,560.06	\$ 5,560.06	ACH	Staff withholding
June	Pays 12 & 13	FICA	\$ 21,457.06	\$ 21,457.06	ACH	Staff withholding
June	Pays 12 & 13	Vol. PERF	\$ 5,677.24	\$ 5,677.24	ACH	Staff withholding
		Staff Cost	\$ 78,368.85	\$ 78,368.85		

**Payroll Payable
Voucher Register**

Vigo County Public Library

For Period June -2024

Page 1 of 2 Pages

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC5-11-10-1,6.

July 15, 2024

Date

Dennis L. Shepard Jr., Fiscal Officer

ALLOWANCE OF PAYROLL PAYABLE VOUCHERS

(ICS-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the voucher listing and the foregoing accounts payable register, consisting of 2 page(s), and except for the vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$ 446,796.96

Dated this 15th day of July 2024 .

Terry W. Jones, Board President

James M. Young, Board Vice President

Christi A. Fenton, Board Secretary

Tiffany D. Cherry, Board Member

Brian L. Cain, Board Member

Stacy D. Killion, Board Member

George L. Heubel, Board Member

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30203	KEYMARK CONSTRUCTION	100	ACH	4,288.50	10071	COR 101 AND 107
30204	KEYMARK CONSTRUCTION	100	ACH	52,867.85	10072	12 POINTS REMODELING
30205	KEYMARK CONSTRUCTION	100	ACH	411.15	10073	COR 76
30206	KEYMARK CONSTRUCTION	100	ACH	11,069.89	10074	COR 61 AND 77

Total Count: **4**
Total Amount: **68,637.39**

<i>Library Operating Fund 100:</i>	68,637.39
<i>Gift Fund 200:</i>	0.00
<i>Rainy Day Fund 201:</i>	0.00
<i>State Technology Reimbursement Grant Fund 276:</i>	0.00
<i>WVCF Creating a Better Tomorrow Grant Fund 277:</i>	0.00
<i>UW Neighborhood Improvement Grant Fund 278:</i>	0.00
<i>WVCF Impact Grant Fund 279:</i>	0.00
<i>Public Library Access Card Fund 800:</i>	0.00

Grand Total Count:	4
Grand Total Amount:	68,637.39

Executive Director
Kristi Howe

June 30, 2024

Gift Fund Balances

2024

FUND	AMOUNT	PURPOSE	APPROVAL
00-General	\$ 1,217.73	Unrestricted Use	Admin.
64-SPC	\$ 6,089.58	Support of SPC	Admin.
65-Big Read	\$ 450.00	Big Read	Admin.
66-YS	\$ 4,403.18	Support of YS	Admin.
67-WVCF Endowment	\$ 535.00	Support of Strategic Plan Goals	Admin.
68-Crackerbarrel	\$ 38.10	Support of Crackerbarrel	Admin.
69-Wright Foundation	\$ 5,068.18	Unrestricted Use	Admin.
70- West Emily's Garden	\$ 200.00	Maintenance of Emily's Garden at West Branch	Admin.
71-West Branch	\$ 1,370.39	Support of West Branch	Admin.
72-Friends	\$ 13,244.74	Support of Pre-Approved Programs/Initiatives	Admin.
73-WVLC	\$ -	Support of LLC Literacy Events	Admin.
74-Wiley Cupola	\$ 1,467.87	Maintenance of Cupola	Admin.
75-Wiley Memorial	\$ 20,130.68	Maintenance of Memorial	Admin.
77-WVCF Meeks	\$ 13.92	Childrens Literature	Admin.
81-Community Connections	\$ 216.95	Support of Community Connections	Admin.
83-Kiwanis Ys	\$ 300.00	Childrens Book Label Commemorating Speakers	Admin.
85-Phillips	\$ 3,305.47	Support of LLC and Archives	Admin.
87-Cox	\$ 646.48	Hearing Impaired Support	Admin.
89-Christmas in the Park	\$ 766.79	Christmas in the Park	Admin.
92-Marketing	\$ 945.05	Unrestricted Use	Admin.
93-Programming and Events	\$ (50.00)	Support of Programming and Events	Admin.
94-TH Econ.Dev.	\$ 139.58	Adult Nonfiction Commemorating Speakers	Admin.
95-12 Points	\$ 1,100.00	Support of 12 Points	Admin.
96-Fundraiser	\$ 770.44	Buy a Book	Admin.
TOTAL	\$ 62,370.13		

DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 15, 2024

ADULT SERVICES

In an effort to expand access to online educational opportunities, VCPL has switched from Gale Courses to LinkedIn Learning. The LinkedIn Learning online platform provides users with an expanded course catalog of video and audio-based learning experiences and will offer professional certifications for various skills. The enhanced offerings, coupled with LinkedIn Learning's brand recognition, have already led to requests for library cards from new customers seeking access to the new online learning platform.



Prioritizing partnerships that align with VCPL's commitment to inclusiveness is an important component of our strategic plan. Timed to coincide with Juneteenth celebrations, VCPL offered *Black*

Quilters: Hard Topics, Soft Blows, on June 18 at the Main Library. Supported by a grant from the Indiana Humanities Advancing Racial Equity Speakers Bureau, professor and professional quilter Dr. Tony Dickerson presented a fascinating look at the work of Black quilters and their legacy. She showcased her own beautiful artwork and gave attendees a chance to talk about their own projects.

This program was planned in collaboration with Special Collections, who planned an exhibit of quilts by local textile artist and resident of the Lost Creek Settlement Ema Anderson Ross, graciously loaned to VCPL by her grand-daughter, Dee Reed.

TECH TEAM

On June 3, Tech Team Staff provided tech training on Cyber Security to more than 40 employees at Saint Mary-of-the-Woods College. This training was pivotal in enhancing the digital safety awareness of the SMOWC staff, teaching tech literacy and ensuring they are more knowledgeable when handling potential cyber threats in both their professional and personal lives. Staff were excited to learn of the tech offerings at the library, especially understanding that they could get tech support.

On June 5, Tech Team members Catie Spicer and Chelsea Howard helped 40 scout members earn their cooking badge at Scout Camp. The duo provided hands-on instruction for the kids on proper cleaning and handling of food products, and the importance of following a recipe. A highlight of the session was using the Pancake Bot to create an impressive number of pancakes, which the scouts had no problem eating!



DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 15, 2024

YOUTH SERVICES

June's month-end statistics confirmed the sentiments of staff in the Youth Services Department – it was a BUSY month! While most library cards are issued by Lending staff on the main level, YS staff will issue cards to kids and families visiting the department. During the month of June, 83 new cards were issued in YS, including 57 youth cards and 26 adult cards. Notably, the number of new children's cards more than doubled compared to the same period last year, rising from 29 to 57. Additionally, the total number of renewals and new cards issued increased from 89 to 124, indicating a substantial growth in the department's services.

During Busy Builders, a free play program where participants work on their own projects, Youth Services Assistant Matt Shattuck reported that a young man had built a jack-in-the-box and was asking people to play. The group spontaneously all started singing *Pop Goes the Weasel* while pretending to turn the crank. The young man popped out at the appropriate time to many squeals and laughter. Off and on, he would pretend to malfunction and pop out at odd times “scaring” the others. Matt said that it was nice to see the group working and playing together.

WEST BRANCH

July 3 through 7, the West Branch presented an Escape Room with a *Stranger Things* theme. This provided the opportunity for families, friends, and community groups to come together to build amazing memories and solve problems as a team. After one



parent-teen team finished their session, the parent told us that she appreciated this event a great deal because she rarely could find programs that she could do with her daughter, and they both loved it! After being introduced to the West Branch via this Escape Room program, the teen has since joined one of the weekly teen programs nearly every week.

PERSONNEL CHANGES

EMPLOYMENT

Land, Emma D. - Hired for the job class 5, full-time, non-exempt position of Youth Services Assistant Librarian for the Youth Services Department, effective July 25, 2024.

Ward, Crystal L. - Hired for the job class 3, full-time, non-exempt position of Branch Manager for the 12 Points Branch Library, effective July 29, 2024.

DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 15, 2024

EMPLOYMENT (CONTINUED)

Hall, Ally N. - Hired for the job class 7, full-time, non-exempt position of Branch Assistant for the 12 Points Branch Library, effective August 5, 2024.

Mulot, Francois P. - Hired for the job class 5, full-time, non-exempt position of Branch Assistant Librarian for the 12 Points Branch Library, effective August 5, 2024.

CHANGE IN STATUS

Sisk, Carrie L. - Change in job class from job class 5, full-time non-exempt Adult Services Assistant Librarian to job class 4, full-time non-exempt Adult Services Librarian, due to completion of MLIS degree effective June 28, 2024.

Melcho, Angelina M. - Temporary change in status from job class 4, full-time, non-exempt Youth Services Librarian to job class 4, part-time, non-exempt Youth Services Librarian effective August 5, 2024, through January 5, 2025 (will resume full-time status January 6, 2025).

RESIGNATION

McCrea-Bailey, Kendra A. - Resignation from the job class 4, full-time, non-exempt position of Youth Services Librarian in the Youth Services Department effective June 28, 2024.

Switzer, Troy R. - Resignation from the job class 6, full-time, non-exempt, position of Information Systems Technician in the Information Systems Department effective July 26, 2024.

Respectfully submitted,

Kristi J. Howe

7/9/24 AG

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE VIGO COUNTY PUBLIC LIBRARY**

The Board of Trustees of the Vigo County Public Library at the regular meeting held July 15, 2024 at which a quorum was present, makes the following findings and adopts the following resolution;

BE IT RESOLVED

That the equipment and furnishings shown on Exhibit “A” attached hereto are surplus property of the VCPL and are no longer needed for library purposes.

The items of surplus property listed in exhibit “A” are more than one item with an estimated value of less than five thousand dollars (\$5,000).

The Executive Director of the VCPL is hereby authorized to sell, transfer, demolish, or junk the surplus items on behalf of the VCPL at a public or private sale without advertising pursuant to I.C. 5-22-22-6 or as worthless property pursuant to I.C. 5-22-22-8.

ADOPTED THIS 15th DAY OF JULY 2024.

AYE

NAY

EXHIBIT “A”

VIGO COUNTY PUBLIC LIBRARY

SURPLUS EQUIPMENT, FURNISHINGS, & ACCESSORIES

- Outdoor Benches (2)
- Round 5’ Tables (4)
- Rectangle 8’ Tables (11)

7/15/2024