

**GARY PUBLIC LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
MONDAY, NOVEMBER 24, 2025**

BOARD MEMBERS PRESENT:

Dr. Lucille Washington, President
Mr. Robert Farag, Vice President
Ms. McKenna Dilworth Smith, Secretary (Zoom)
Ms. Linda Collins, Member
Ms. Crystal O'Brien, Member
Ms. Jacquese White, Member (Zoom)

BOARD MEMBERS ABSENT:

Mrs. Marlinda Tyson-Haymon, Member

OTHERS PRESENT:

Ms. Diana Morrow, Director
Ms. Merri Roddy, Executive Assistant
Mr. Curtis Whitakker, CPA
Honorable Judge Deidre Monroe, Attorney
Ms. Kelly White, Attorney (Zoom)

The Meeting of the Board of Trustees for the Gary Public Library was called to order at 5:33 p.m. on Monday, November 24, 2025, by Board President Dr. Lucille Washington. Dr. Washington asked for a roll call. At the time of roll call results: (4) board members were present (2) board members via Zoom.

ACCEPTANCE OF AGENDA

Dr. Washington asked for a motion to accept the agenda. Mr. Farag moved to add 2 items to the agenda. First item added is changes to the Board committee assignments. Second item is Conflict of Interest. Ms. Dilworth Smith made a motion to accept the agenda. Seconded by Ms. Collins. She asked for discussion. There were none. Dr. Washington called for a vote. Roll call: Ms. O'Brien, Ms. Collins, Ms. White, Ms. Dilworth Smith, Mr. Farag, Dr. Washington. Motion passed (6) to (0).

CERTIFICATION OF EXECUTIVE SESSION

The Secretary certifies for the record that the Executive Session held prior to this meeting was held pursuant to Indiana Code 5-14-1.5-6.1. Agenda, Executive Session of the Board of Library Trustees of the Gary Public Library IC 5-14-1.5-6.1(b)(6)(A).

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To receive information concerning the individual's alleged misconduct. We certify that only items discussed during the Executive Session were items enumerated in Indiana Code 5-14-1.5-6.1. The Board certifies that the public was duly notified pursuant to Indiana Code 5-14-1.5-5. (Public Notice of Meetings) and that no final decisions were made during the Executive Session. Dr. Washington asked for a motion to approve the Executive Session. Mr. Farag made a motion. Seconded by Ms. Collins. Dr. Washington called for a vote. Roll call: Ms. O'Brien, Ms. Collins, Ms. White, Ms. Dilworth Smith, Mr. Farag, Dr. Washington. Motion passed (6) to (0).

APPROVAL OF BOARD MINUTES

Approval of Regular Board October 27, 2025

Dr. Washington asked for a motion to accept the Board Minutes from October 27, 2025. Mr. Farag made a motion to accept the minutes. Seconded by Ms. Collins. She asked for discussions. There were none. Dr. Washington called for a vote. Roll Call: Ms. O'Brien, Ms. Collins, Ms. White, Mrs. Ms. Dilworth Smith, Mr. Farag, Dr. Washington. Motion passed (6) to (0).

NEW BUSINESS

United Healthcare Insurance Renewal

Ms. Morrow asked the board to approve the renewal of the United Healthcare policy. There will be a 4.4% increase for the year 2026 to members. The policy change will take affect December 2025. Dr. Washington asked for a motion to approve healthcare policy renewal for 2026. Mr. Farag made a motion. It was seconded by Ms. Collins. Roll Call: Yes - Ms. Collins, Ms. Dilworth Smith, Ms. White, Ms. O'Brien, Mr. Farag, Dr. Washington. Motion passed (6) to (0).

Fall-Winter Branch Hours (Kennedy and Woodson)

Ms. Morrow asked the board to approve the new hours for the Kennedy and Woodson branches effective December 1st, 2025. The new hours will be Monday through Thursday 10 a.m. until 6 p.m. Dr. Washington asked for a motion. Ms. Collins moved for the new branch hours. Seconded by Ms. O'Brien. Dr. Washington asked for questions or comments. Ms. Obrien asked if an end date had been established. Ms. Morrow stated that she didn't determine one. She left it open just in case the Board decided to make the new hours permanent. Dr. Washington called for a vote. Roll Call:

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Yes - Ms. Collins, Ms. O'Brien, Ms. Dilworth Smith, Mr. Farag, Dr. Washington. Motion passed (5) to (0).

Indiana Library Federation Annual Conference

Ms. O'Brien reported that she attended the annual conference held in Indianapolis, Indiana. She stated she was impressed with the overall conference. She met people who knew Ms. Morrow and Mrs. May from working with them in the past. She stated she focused on the workshops that centered the Senate Bill that will affect libraries and also, community engagement and technologies. Ms. O'Brien stated that some of the technologies learned about at the conference she was happy to learn that GPL also had those same technologies. She explored some of the other resources offered and will be getting with Ms. Morrow on how the library can utilize them.

Conflict of Interest

Ms. Morrow stated the attorney passed a form, Uniform Conflict of Interest Disclosure Statement for the Board of Trustees to complete. She stated that she was told that all board members need to complete this yearly. Ms. Morrow asked that the board approve that all board members use this form for 2025 and 2026. Dr. Washington called for a motion. It was moved by Ms. Collins and seconded by Mr. Farag. Roll Call: Yes - Ms. Collins, Ms. Dilworth Smith, Ms. White, Ms. O'Brien, Mr. Farag, Dr. Washington. Motion passed (6) to (0).

Dr. Washington wanted to go on record to state an allegation of conflict of interest does not exist. Dr. Washington called for a vote to address Trustee's Dilworth Smith's organization giving a Christmas Play at the GPL is not a conflict of interest. Mr. Farag gave a motion to approve the play being held on December 11, 2025 with no fee being charged to the public. Seconded by Ms. Collins. Dr. Washington asked for questions or comments. Ms. Dilworth Smith stated that financial docs have been submitted, and the advertisement has been revised. She will complete the application and pay the room rental fee. Ms. Dilworth Smith thanked everyone for their professionalism. Roll Call: Yes - Ms. Collins, Ms. Dilworth Smith, Ms. White, Ms. O'Brien, Mr. Farag, Dr. Washington. Motion passed (6) to (0).

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Committee Reassignments

Dr. Washington stated that the board has had some changes that need to go on the record. She stated that Mr. Farag will continue to be the chairperson of the Budget and Finance Committee. That committee will be a full board committee. Held on the 3rd Monday at 4pm. Mrs. Tyson-Haymon will be the chairperson of the Policy & Personnel Committee. That will also be a full board committee. The first meeting will be held December 12, 2025 at noon. Mr. Farag made a motion to update the committee assignments. Seconded by Ms. Collins. Dr. Washington called for a vote. Roll Call: Yes - Ms. Collins, Ms. O'Brien, Mr. Farag, Dr. Washington. Motion passed (4) to (0).

BUDGET & FINANCE

Mr. Whittaker requested approval from the Board to accept the recommendation to approve agenda items 1 – 4 of the Budget and Finance Agenda. Line item 5 is informational:

1) Payroll Expense – Actual for October 2025: \$ 203,208.12

Including:

Out of Class Pay –Oct. 3, 2025:	\$ 29.67
Overtime –Oct. 3, 2025:	\$ 139.53
Out of Class Pay – Oct. 17, 2025:	\$ 20.18
Overtime – Oct. 17, 2025:	\$ 783.41
Out of Class Pay – Oct. 31, 2025:	\$ 41.48
Overtime – Oct. 31, 2025:	\$ 424.97

2) Payroll Expense – Estimate for December 2025: \$ 154,401.43

3) Unpaid Claims – Oct. 24, 2025 – Nov. 18, 2025: \$ 135,279.85

4) Pre-Paid Accounts Payable Expenses –Oct. 23, 2025

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-Nov. 18, 2025:	\$ 300,513.45
5) Cash on Hand as of Oct. 31, 2025	\$4,250,895.80

Monthly Interest: \$ 13,570.79
Annual Interest: \$ 139,166.79

Mr. Whittaker asked the board to approve the report. Dr. Washington asked the board for a motion to approve the Budget and Finance Agenda. It was moved by Mr. Farag and seconded by Ms. O'Brien to accept the Budget and Finance agenda. She asked for discussion. Dr. Washington asked Ms. Morrow to keep an eye out for people working overtime. She asked Mr. Whittaker to explain to the board what the red numbers were on a section of the finance report. He explained that those numbers represent credits. Dr. Washington asked if the contract for Otis Elevator was terminated. She noticed that the company was on the claims to be paid. Ms. Morrow explained that it's listed there but the staff knows not to pay it. Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Ms. Collins, Ms. Dilworth Smith, Mr. Farag, Dr. Washington. Motion passed (4) to (1) (0).

BUILDINGS AND GROUNDS

No report

PERSONNEL

New Hire

Heather Ayers, Librarian. Reference Services, Salary: \$46,276.06, Effective: December 3, 2025 (Pending Employment Results)

INFORMATIONAL

Director's Report

Monthly Management Reports

BOARD COMMENTS

The meeting was adjourned at 6:15 p.m.

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PRESIDENT: Lucille D. Washington Dr. Lucille Washington

**VICE
PRESIDENT:** _____ Mr. Robert Farag

SECRETARY: _____ Ms. McKenna Dilworth Smith

MEMBER: Linda Collins Ms. Linda Collins

MEMBER: Jacquese M. White Ms. Jacquese White

MEMBER: _____ Mrs. Marlinda Tyson-Haymon

MEMBER: Crystal O'Brien Ms. Crystal O'Brien