

**GARY PUBLIC LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
THURSDAY, SEPTEMBER 11, 2025**

BOARD MEMBERS PRESENT:

Dr. Lucille Washington, President
Ms. Linda Collins, Member
Ms. Crystal O'Brien, Member
Ms. Jacquese White, Member

BOARD MEMBERS ABSENT:

Mr. Robert Farag, Vice President
Ms. McKenna Dilworth Smith, Secretary
Mrs. Marlinda Tyson-Haymon, Member

OTHERS PRESENT:

Ms. Diana Morrow, Director
Ms. Merri Roddy, Executive Assistant
Mr. Frank Ramirez, CPA
Ms. Kelly White, Attorney

The Meeting of the Board of Trustees for the Gary Public Library was called to order at 5:02 p.m. on Thursday, September 11, 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 in person. This meeting was rescheduled from the original Board Meeting of August 25, 2025, due to a lack of a quorum.

ACCEPTANCE OF AGENDA

Dr. Washington asked for a motion to accept the agenda. Ms. Collins made a motion to accept the agenda. Seconded by Ms. O'Brien. She asked for discussion. There were none. Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Ms. Collins, Ms. White, Dr. Washington. Motion passed (4) to (0).

APPROVAL OF BOARD MINUTES

Approval of Regular Board July 28, 2025

Dr. Washington asked for a motion to accept the Board Minutes from July 28, 2025. Ms. Collins made a motion to accept the minutes. Seconded by Ms. White. She asked for discussions. There were none. Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Ms. Collins, Ms. White, Dr. Washington. Motion passed (4) to (0).

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BUDGET & FINANCE

Mr. Ramirez 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 July 2025: \$ 156,901.74

Including:

Out of Class Pay –July 11, 2025: \$ 8.90

Overtime –July 11, 2025: \$ 161.24

Out of Class Pay –July 25, 2025: \$ 84.70

Overtime –July 25, 2025: \$ 865.11

2) Payroll Expense – Estimate for September 2025: \$ 164,036.89

3) Unpaid Claims – July 15, 2025 – Aug. 19, 2025: \$ 28,672.44

4) Pre-Paid Accounts Payable Expenses –July 25, 2025
-Aug. 15, 2025: \$ 219,863.08

5) Cash on Hand as of July 31, 2025 \$5,089,658.80

Monthly Interest: \$ 17,555.35
Annual Interest: \$ 92,930.84

Mr. Ramirez 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 Ms. Collins and seconded by Ms. O'Brien to accept the Budget and Finance agenda.

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Dr. Washington stated it had been properly moved and seconded. She asked for questions or comments. Dr. Washington stated she had a question or two. She passed to the board members a spreadsheet titled "Monthly Billing for NIPSCO" she prepared. She said she had been tracking the bills since December 2024 until July/Aug 2025. She asked Mr. Jackson to come to the podium to answer questions about these bills. Dr. Washington started by asking Mr. Jackson if new meters were installed at all the library branches. He stated that they were. She went on to point out the difference of the amounts of payments made earlier in the year versus today. She spoke about the usage of services for each branch and questioned the attorney if the vendor could come back and tell the library there was a mistake and additional fees are due. Attorney White stated to the board that NIPSCO could come back to tell the library more money is due because of a billing error. Ms. Morrow asked Ms. Mary Lewis to come speak to the Trustee about the conversations she has had with NIPSCO in reference to the discrepancies in billing at the Main branch. Ms. Lewis stated that she noticed the change in the bill and thought it was due to the new meters being added. She spoke to Ms. Morrow about the first bill and thought it would be corrected the following month. When the bill was not corrected, she contacted NIPSCO, and they explained to her that there is a problem with the reading of the new meter. The meter is only actually reading the lights in the parking lot, and the gas. The meter is not picking up the electricity for the building. Ms. Lewis stated that she asked the company how they will deal with this issue considering it is not the library's fault. She was told that the company will have to go back and bill for the previous months but because the library is a government entity they would not stop service and payment arrangements can be made. She stated she is still waiting on that bill. The board started discussing billing for streetlights and who is responsible, and the best ways to communicate with NIPSCO. The attorney suggested that the library should request an investigation for authorization of billing for streetlights and look into grants for services to save money. Ms. White suggested that the three board members that were appointed by Gary School Board should use their major resource, Mr. Suggs, who is connected to NIPSCO and can get them in contact with someone who can help with this issue. After the discussion Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Ms. Collins, Ms. White, Dr. Washington. Motion passed (4) to (0).

PERSONNEL

New Hire

Kamarie Fuller-McDade, Technical Services (Summer Intern), Part Time (18 hrs. per wk.), salary: \$13.00 per hour. Effective: July 30, 2025 ended August 22, 2025.

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Resignation

Stephen Currie, Woodson Branch Manager, Effective: August 9, 2025.

BUILDINGS AND GROUNDS

Mr. Jackson stated that the pumps for the Kennedy Branch new boiler have been installed and will be up and running by September 12th. He reported that the walls at Kennedy Branch were painted. Regular performance maintenance is continuing to be done at all the branches. The permits for the elevators are up to date.

INFORMATIONAL

Director's Report

Monthly Management Reports

PUBLIC PARTICIPATION

Mr. Derrick Mathews spoke.
Please see the audio for all comments.

BOARD COMMENTS

Please see the audio for all comments.

The meeting was adjourned at 5:41 p.m.

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PRESIDENT: Lucille S. Washington Dr. Lucille Washington

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

SECRETARY: McKenya Dilworth Smith Ms. McKenna Dilworth Smith

MEMBER: Linda Collins Ms. Linda Collins

MEMBER: Jacquese White Ms. Jacquese White

MEMBER: Marlinda Tyson-Haymon Mrs. Marlinda Tyson-Haymon

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