

**GARY PUBLIC LIBRARY  
REGULAR BOARD MEETING  
BOARD OF TRUSTEES  
MONDAY, MAY 19, 2025**

**BOARD MEMBERS PRESENT:**

Dr. Lucille Washington, President  
Mr. Robert Farag, Vice President  
Ms. McKenna Dilworth Smith, Acting Secretary  
Ms. Linda Collins, Member  
Ms. Crystal O'Brien, Member  
Ms. Jacquese White, Member  
Mrs. Marlinda Tyson-Haymon, Member

**BOARD MEMBERS ABSENT:**

**OTHERS PRESENT:**

Ms. Diana Morrow, Director  
Ms. Merri Roddy, Executive Assistant  
Mrs. Pamela May, Technology Services  
Mr. Curtis Whittaker, CPA  
Ms. Kelly White, Attorney

The Meeting of the Board of Trustees for the Gary Public Library was called to order at 5:28 p.m. on Monday, May 19, 2025, by Board President Dr. Washington. Dr. Washington asked for a roll call. At the time of roll call results: (7) board members were present in person.

**ACCEPTANCE OF AGENDA**

Dr. Washington asked for a motion to accept the agenda. Mr. Farag made a motion to accept the agenda. Seconded by Ms. Dilworth Smith. She asked for discussion. There were none. Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Mr. Farag, Ms. Dilworth Smith, Ms. Collins, Ms. White, Mrs. Tyson- Haymon, Dr. Washington. Motion passed (7) to (0).

**CERTIFICATION OF EXECUTIVE SESSION**

Dr. Washington asked the pleasure of the board regarding approval of the Executive Session.

The Acting 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)(2)(A);

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Collective bargaining. IC 5-14-1.5-6.1(b)(9); to discuss a job performance evaluation of individual employee.

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 the pleasure of the board regarding approval of the Executive Session. It was moved by Ms. Collins. It was seconded by Ms. White to approve the Certification of Executive Session as presented. Dr. Washington stated it had been properly moved and seconded. She asked for questions or comments. There were none. Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Mr. Farag, Ms. Dilworth Smith, Ms. Collins, Ms. White, Mrs. Tyson-Haymon, Dr. Washington. Motion passed (7) to (0).

**APPROVAL OF BOARD MINUTES**

Approval of Regular Board April 28, 2025

Dr. Washington asked the pleasure of the board to approve the regular board meeting minutes for Monday, April 28, 2025. It was moved by Mrs. Tyson-Haymon and seconded by Ms. Dilworth Smith. Dr. Washington stated it had been properly moved and seconded. Dr. Washington asked for the minutes to reflect that Ms. Dilworth Smith was Acting Secretary at the April meeting. Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Mr. Farag, Ms. Dilworth Smith, Ms. Collins, Ms. White, Mrs. Tyson-Haymon, Dr. Washington. Motion passed (7) to (0).

**NEW BUSINESS**

Election of Officers

Attorney Kelly White conducted the election of Gary Public Library's Board of Trustee officers. She explained that in order for a person to remain in office after 2 terms they would have to be voted in unanimously. Atty. White asked for nominations for President. Ms. White requested to nominate Dr. Lucille Washington to remain the President of the Board. It was moved by Ms. White and seconded by Ms. Collins. Atty. White called for a voice vote. Roll Call: Yes – Ms. O'Brien, Mr. Farag, Ms. Dilworth Smith, Ms. Collins, Ms. White, Mrs. Tyson-Haymon. Unanimous vote to remain President (6) to (0).

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Atty. White asked for nominations for Vice President. Ms. White requested to nominate Mr. Robert Farag to remain the Vice President of the Board. It was moved by Ms. White and seconded by Ms. Collins. Atty. White called for a voice vote. Roll Call: Yes – Ms. O'Brien, Mr. Farag, Ms. Dilworth Smith, Ms. Collins, Ms. White, Mrs. Tyson-Haymon, Dr. Washington. Unanimous vote to remain Vice President (7) to (0).

Atty. White asked for nominations for Secretary. Ms. White requested to nominate Ms. McKenna Dilworth Smith for Secretary of the Board. It was moved by Ms. White and seconded by Ms. Collins. Atty. White called for a voice vote. Roll Call: Yes – Ms. O'Brien, Mr. Farag, Ms. Dilworth Smith, Ms. Collins, Ms. White, Mrs. Tyson-Haymon, Dr. Washington. Unanimous vote to be Secretary (7) to (0).

**Summer Hours**

Ms. Morrow asked the board to approve the new recommended summer hours for the Woodson and Kennedy Branches. The new hours would take in affect June 2 – August 9. She said the new dates and times for both locations are as follows: Monday – Thursday 10am -4pm; Saturday 10am -4pm. Closed on Friday and Sundays. It was moved by Ms. Collins and seconded by Ms. Dilworth Smith. Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Mr. Farag, Ms. Dilworth Smith, Ms. Collins, Ms. White, Mrs. Tyson-Haymon, Dr. Washington. Motion passed (7) to (0).

**COMMITTEE MEETING UPDATES**

**Building & Grounds**

Ms. White reported that there was an incident at the Kennedy Branch and that they will discuss how long the branch will remain closed until repairs are made. She said they anticipate 1-2 weeks for it to be closed. Ms. White ask that the report on Kennedy's boiler be given during the Buildings and Grounds report.

**Events, Programs & Activities**

Ms. Dilworth Smith reported that the committee discussed continuing finding partnerships and collaborations, now that the MOU is in place. She said they also discussed activation sites that the City of Gary has that the library was not made aware of. Ms. Dilworth Smith said she reached out to Mr. Chris Harris, the Director of Redevelopment, who put the community list together. She said he should be reaching

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out to Ms. Morrow very soon. The library card drive was discussed. Dr. Washington mentioned that she and library staff attended the Kindergarten Round Up event held at Bethune School in Gary. She said that the children were excited to receive book donations from the Friends of the Library. She also mentioned how surprised she was that many of the parents already had library cards. Ms. Dilworth Smith lastly mentioned that staff at the Woodson branch was working to get space in the branch cleaned out for the Friends of the Library book sales.

**Budget & Finance (informational meeting)**

Mr. Farag reported that discussed the addition of two part time custodians, and part time clerk to help with the needs of the branches extended hours.

**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 April 2025: \$ 155,469.18

Including:

Out of Class Pay –April 4, 2025: \$ 0.00

Overtime –April 4, 2025: \$ 849.88

Out of Class Pay –April 17, 2025: \$ 0.00

Overtime –April 17, 2025: \$ 113.40

2) Payroll Expense – Estimate for June 2025: \$ 156,177.62

3) Unpaid Claims – April 23, 2025 – May 13, 2025: \$ 22,404.66

4) Pre-Paid Accounts Payable Expenses –April 25, 2025  
-May 9, 2025: \$ 68,070.41

5) Cash on Hand as of April 30, 2025 \$3,669,515.81

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Monthly Interest: \$ 11,869.84  
Annual Interest: \$ 53,904.93

Mr. Whittaker reported that the Spring Property Tax Distribution will come in June and that the Trustee should expect to see an increase of the amount of cash on hand due to that payment. Dr. Washington asked the board to approve the Budget and Finance Agenda. It was moved by Mr. Farag and seconded by Ms. Dilworth Smith to accept the Budget and Finance agenda. Dr. Washington stated it had been properly moved and seconded. She asked for questions or comments. Ms. Dilworth Smith asked if the funds that are allocated for the Greater Jazz Association performances at the library can be opened to other arts organizations. She said that she knows that other organization have been denied requests to get paid for performing at the library. Mr. Morrow said that if the Board wants to open up to another organization she is find with it. Dr. Washington deferred the conversation about paying performers to the Events, Program and Activities Committee. Dr. Washington mentioned that she had not seen in the finance reports where items purchased for upgrades in technology were made. She wants to know if any equipment was actually purchased since November. Ms. Morrow let her know the company that the library uses for the computer upgrades is Trust Tech and that the invoice was in previous finance reports. She said she will show Dr. Washington once she goes through the Board Pack. Ms. Dilworth Smith asked Ms. Morrow how the library goes about purchasing books, because there are a number of local authors that should be on the shelves. Ms. Morrow told the board that when local authors reach out to GPL we purchase their books for the library. It goes through the Collection Development department. She said if there is a local author that anyone knows of that aren't on the GPL shelves please let her know and we will work to purchase books for all the branches. Ms. White ask if Mr. Whittaker can speak to the board on how the library receive the donation that US Steel gave, and how we can request for another donation. Mr. Whittaker explained that it wasn't a donation from the company. It was an advance on tax payments from US Steel over the next 20-25 years. It's called a TIP Deal. Ms. O'Brien asked for a list of ways the library can have income. She would like to know how the library can receive donations, or solicit monetary or non-monetary. Dr. Washington explained to Ms. O'Brien that it was discussed at previous meetings that a library foundation can be formed. Dr. Washington called for a vote. Roll Call: Yes – Ms. O'Brien, Mr. Farag, Ms. Dilworth Smith, Ms. Collins, Ms. White, Mrs. Tyson-Haymon, Dr. Washington. Motion passed (7) to (0).

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**BUILDINGS AND GROUNDS**

Mr. Hobson stated that the boiler at Kennedy is installed and once it was turned on it worked. Now the company is removing the old boiler out of the building. He mentioned that at the Main branch a pump was installed and air is working better in the building. The elevator company will be coming to repair the backdoor of the elevator. After some discussion about KONE elevator company Ms. Morrow told the board that the library is not in a contract with KONE but they are repairing issues we are having because Otis Elevator is not responding to repair requests.

**INFORMATIONAL**

Monthly Management Reports

Inserts in the board pack.

**PUBLIC PARTICIPATION**

Ms. Lori Jackson and Mr. Jeffery B. spoke. Please see the audio for all comments.

**BOARD COMMENTS**

Please see the audio for all comments.

The meeting was adjourned at 6:21 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:** \_\_\_\_\_ Ms. Jacquese White

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

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