

**GARY PUBLIC LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
MONDAY, JANUARY 27, 2025**

BOARD MEMBERS PRESENT:

Dr. Lucille Washington, President
Mr. Robert Farag, Vice President
Mr. Robert L. Buggs, Secretary
Mrs. McKenna Dilworth Smith, Member

BOARD MEMBERS ABSENT:

Ms. Linda Collins, Member
Mrs. Marlinda Tyson-Haymon, Member
Ms. Jacquese White, Member

OTHERS PRESENT:

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

The Meeting of the Board of Trustees for the Gary Public Library was called to order at 5:25 p.m. on Monday, January 27, 2025, by Board President Dr. Washington. Dr. Washington asked for a roll call. At the time of roll call results: (4) 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 remove the Executive Session from the agenda. Seconded by Mr. Buggs. She asked for discussion. There was none. Dr. Washington called for a vote. Roll Call: Yes – Mr. Buggs, Mr. Farag, Mrs. Dilworth Smith, Dr. Washington. Motion passed (4) to (0).

APPROVAL OF BOARD MINUTES

Approval of Regular Board December 16, 2024

Dr. Washington asked the pleasure of the board to approve the regular board meeting minutes for Monday, December 16, 2024. It was moved by Mr. Farag and seconded by Mr. Buggs. Dr. Washington stated it had been properly moved and seconded. She asked

**GARY PUBLIC LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
MONDAY, JANUARY 27, 2025
PAGE 2**

It was noted in December minutes that, *Mrs. Dilworth Smith arrived at the end of the meeting. She had initially planned to join via Zoom but unfortunately, link was sent to the incorrect email address.* Dr. Washington called for a vote.

Roll Call: Yes – Mr. Buggs, Mr. Farag, Mrs. Dilworth Smith, Dr. Washington. Motion passed (4) to (0) to include the corrections.

BOARD OF FINANCE MEETING

At 5:30 pm Dr. Washington opened the Board of Finance Meeting requesting Mr. Whittaker to give his report.

Mr. Whittaker reported that at the end of December 31st cash on hand was \$4,769,067.90. That is the total balance for all three banks we are with. Interest income earned for the year is \$164,798.83. Mr. Whittaker went over all the funds balances that the library has. He explained that financially the Library is in a good position due to being fiscally responsible. He warned that there is legislation being introduced to cut property taxes in Indiana. Mr. Whittaker said that if the bill is passed it will have a tremendous impact on the library. He suggest it is best to continue the path we are taking and not begin to spend extra money.

It was moved by Mr. Farag and seconded by Mr. Buggs to accept the finance report. Dr. Washington stated it had been properly moved and seconded. She asked for questions or comments. There were none. She called for a vote. Roll Call: Yes – Mr. Buggs, Mr. Farag, Mrs. Dilworth Smith, Dr. Washington. Motion passed (4) to (0). The Board of Finance Meeting ended at 5:42pm.

**GARY PUBLIC LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
MONDAY, JANUARY 27, 2025
PAGE 3**

NEW BUSINESS

2025 Gary Public Library Calendar

Ms. Morrow presented the 2025 GPL Board Meeting dates. She requested approval to change the dates from the 4th Monday due to holidays. Those dates are:

Monday, May 26th (Recommended date change Monday, May 19th)
Monday, November 24th (Recommended date change Monday, November 17th)
Monday, December 22nd (Recommended date change Monday December 15th)

Dr. Washington asked for a motion to approve. It was moved by Mrs. Dilworth Smith seconded by Mr. Buggs. Dr. Washington called for a vote. Roll Call: Yes – Mr. Buggs, Mr. Farag, Mrs. Dilworth Smith, Dr. Washington. Motion passed (4) to (0).

Ms. Morrow presented the 2025 GPL holidays and closings. She asked the board to approve one holiday to be added to the calendar moving forward. That is the federal holiday Juneteenth. It will be observed this year on Thursday, June 19th. It was moved by Mr. Farag and seconded by Mr. Buggs. Dr. Washington asked for any comments. There were none. She called for a vote. Roll Call: Yes – Mr. Buggs, Mr. Farag, Mrs. Dilworth Smith, Dr. Washington. Motion passed (4) to (0).

**GARY PUBLIC LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
MONDAY, JANUARY 27, 2025
PAGE 4**

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) 1) Payroll Expense – Actual for December 2024:	\$ 151,702.17
Including:	
Out of Class Pay –December 13, 2024:	\$ 28.13
Overtime –December 13, 2024:	\$ 232.17
Out of Class Pay –December 27, 2024:	\$ 66.36
Overtime –December 27, 2024:	\$ 462.77
2) Payroll Expense – Estimate for February 2025:	\$152,296.85
3) Unpaid Claims – December 10, 2024 – Jan. 17, 2025:	\$ 25,964.27
4) Pre-Paid Accounts Payable Expenses – December 13, 2024 January 17, 2025:	\$ 300,639.13
5) Fall 2024 Tax Distribution	\$1,723,083.79
6) Cash on Hand as of December 31, 2024	\$4,748,365.523
Monthly Interest: \$ 10,895.66 Annual Interest: \$ 164,798.83	

**GARY PUBLIC LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
MONDAY, JANUARY 27, 2025
PAGE 5**

Dr. Washington asked the board to approve the Budget and Finance Agenda. It was moved by Mr. Farag and seconded by Mr. Buggs to accept the Budget and Finance agenda. Dr. Washington stated it had been properly moved and seconded. She asked for questions or comments. Mr. Farag explained to the audience the importance of the monthly interest that is accrued every month. He told them that the funds are helpful to the Library's budget. Dr. Washington called for a vote. Roll Call: Yes – Mr. Buggs, Mr. Farag, Mrs. Dilworth Smith, Dr. Washington. Motion passed (4) to (0).

BUILDINGS AND GROUNDS

Mr. Jackson stated that his staff will be receiving training on the maintenance of Main's pumps. All three boilers are up and running. The BAS system will be installed soon. Kennedy's boiler is installed but he is waiting on better weather to switch it over from the older boiler. Mr. Jackson also updated the Board on snow equipment, and other safety equipment. A discussion was had on the staffing needs of the facilities.

INFORMATIONAL

Monthly Management Reports

Inserts in the board pack.

PUBLIC PARTICIPATION

One speaker: Ms. Spencer

BOARD COMMENTS

Please see the audio for all comments.

The meeting was adjourned at 6:18 p.m.

**GARY PUBLIC LIBRARY
REGULAR BOARD MEETING
BOARD OF TRUSTEES
MONDAY, JANUARY 27, 2025
PAGE 6**

PRESIDENT: Lucille D. Washington Dr. Lucille Washington

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

SECRETARY: Robert L. Buggs Mr. Robert Buggs

MEMBER: McKenya Dilworth Smith Mrs. McKenna Dilworth Smith

MEMBER: Jacquese White Ms. Jacquese White

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

MEMBER: Linda Collins Ms. Linda Collins