

Crawfordsville District Public Library Board of Trustees minutes, September 11, 2025

Monthly Board Meeting for September

President Benedicks called the monthly meeting of the Board of Trustees to order at 4:02 p.m. Trustees present were Dr. Benedicks, Ms. Smith, Mr. Parke, Mr. Brewer, Mrs. Helms. Mr. Foster was absent. Mr. Phil Littell, who will soon be appointed to the board by the County Council, attended in an advisory role. Ms. Theresa Tyner, library director, and Ms. Steelman Wilson, library assistant director, were also present. Ms. Megan Noggle, Director of the Ladoga Public Library, and Mr. John Smillie attended as members of the public.

Public comments – Mr. John Smillie, a local resident and volunteer for Citizens' Climate Lobby attended the meeting to discuss adding solar panels to the library roof. Mr. Smillie said that government programs exist to offer tax credits that provide a rebate of 40% of the cost of the project but the incentives will no longer be available after this year. Construction must begin in 2025 to be eligible for the tax credits. Mr. Smillie is willing to fund the 60% cost up front, and is willing to assist in selecting contractors for the work. Ms. Tyner thanked Mr. Smillie for the very generous offer. Some discussion followed. Ms. Smith said that it was not guaranteed that they would accept but Mr. Smillie reiterated his offer to pay the 60% cost not offset by the tax credits. Mr. Brewer motioned to obtain two quotes, consider options, and report to the board. Mr. Parke seconded, and the motion carried. Mr. Smillie is willing to contact the contractors for quotes, and he will work with Ms. Tyner and Mr. Brewer to obtain all the needed information for the board to make a decision.

Minutes: Mr. Parke made a motion to accept the minutes from the August 14 regular meeting and the August 29 special meeting with Mrs. Helms seconding. Motion carried.

Claims: Ms. Tyner presented an updated claims list of \$205,386.78 for the period of August 16, 2025 to September 12, 2025 with brief explanations. Mr. Parke motioned to approve, seconded by Ms. Smith. Motion carried.

Committee Reports: Ms. Tyner reported that the Crawfordsville Main Street organization's summer programs have been completed, and they are working with the Visitor's Bureau for the upcoming Oktoberfest event.

Ms. Smith reported from the most recent Park Board meeting, and said the new transportation service will be called "CAT," Crawfordsville Area Transportation. The staff is undergoing training on the software for the service. Logjams on Sugar Creek will have to be removed. The pool has closed for the year, and a plan will need to be made for next year. A Pickleball tournament is planned at the Parks and Rec Department, and new rules will be considered for reserving the courts in the future.

Ms. Smith also reported as a member of the Friends of the CMMC board. The Photos with Santa event is upcoming, as well as the Crawfordsville Schools Arts Exchange. Several topical exhibits are on display.

There was no internal controls committee meeting in August.

Old Business: Open Board Appointment – Ms. Tyner had not heard anything regarding Mr. Littell's appointment; however, Ms. Noggle was in attendance at the County Council meeting, and reported that the appointment was made.

Public Hearing for 2026 Budget Rescheduled – The public hearing will be held September 25th at 4 p.m. Mr. Brewer will not be in attendance.

Director's Report:

Ms. Tyner noted that the August statistics were down a bit, but that it seems to be an annual occurrence.

The MIBOR grant Ms. Tyner had applied for to pay for a microfilm reader solution was not awarded. There are other current or upcoming grant possibilities for this piece of equipment.

Ms. Tyner and Ms. Steelman Wilson have been meeting with EdgeIT and AVC to look closer at our technology costs and solutions.

Ms. Tyner attended the Indiana Office of Technology digital town hall and learned there are some options for the free hosting of websites and faxing. She will investigate.

Ms. Tyner mentioned the Crawfordsville Redevelopment Housing TIF area with some discussion. There will be property tax impact possible at a later date, and Dr. Benedicks suggested that Ms. Tyner consult a tax advisor or attorney to learn more.

Financial Reports:

Ms. Tyner presented the financial reports with brief explanations. Not a lot of items of note this month. The transfers have been completed as approved in the last meeting.

With 33% of the year remaining, 36.2% of the budget remains to be expended.

New Business: Carpet Quote Change – Ms. Tyner presented an updated quote of \$33,295.88 for replacing carpeting in all 4 meeting rooms, followed by discussion. She summarized the costs of the current carpet project by saying that \$14,865 had been received from a MCCF grant, and that at least \$17,077.82 will be paid from meeting room funds. Mr. Littell suggested checking for a local dumpster service and omitting that section from the quote if possible. Mr. Parke motioned to approve the quote, without the dumpster if possible, and to pay the balance of the quote from the Building Improvement budget line of the operating fund. Mrs. Helms seconded. Motion carried.

Resolution to Close Lease/Rental Fund -- Ms. Tyner informed the board that there is money remaining after the final payment on the library bond, and presented the resolution to close the Lease/Rental Fund. Ms. Tyner stated that, under normal circumstances she would recommend placing the funds in Rainy Day, but due to the need to raise the cash balance, the Operating Fund would be better. Following some discussion, Mr. Littell recommended placing all the proceeds in the Operating Fund. Mr. Parke motioned to move the money to the Operating Fund, and Mrs. Helms seconded. Motion carried.

Resolution to Reduce Property Tax for 2026 Budget -- Ms. Tyner presented a resolution to reduce the property tax for the 2026 budget. Now that the building is paid for, the DLGF representative recommends maintaining the maximum allowed budget – while staying out of binding review – in case additional funding is received. If CDPL does not use the extra appropriated funds, the resolution to reduce the budget by the extra amounts allows the next

year's budget to be maintained at the maximum allowed level. Following some discussion, Mr. Parke motioned to approve the resolution, seconded by Ms. Smith. Motion carried.

Annual Review of Policies: Collection Development, Patron Privacy, Social Media – Ms. Tyner presented the policies with one change proposed, to change the name of the Reference Department in the policies to the Adult Services Department. Mrs. Helms motioned to approve the policies, seconded by Mr. Parke. Motion carried.

Ms. Tyner presented a revision to the Budget Form 1, making changes to LIRF and the Operating Fund. Mr. Parke motioned to approve, with Mrs. Helms seconding. Motion carried.

Adjournment: Motion to adjourn was made by Dr. Benedicks, seconded by Mrs. Helms. Motion carried. The meeting adjourned at 5:29 p.m.