

Crawfordsville District Public Library Board of Trustees minutes, August 13, 2026

Monthly Board Meeting for August

President Benedicks called the monthly meeting of the Board of Trustees to order at 4:01 p.m. Trustees present were Dr. Benedicks, Mrs. Helms, Mr. Parke, Mr. Littell, and new County Commissioners appointee Will Kellerman. Two board appointments are currently vacant. Ms. Tyner, library director; and Ms. Steelman Wilson, library assistant director; were also present. The meeting was held in the library conference room.

Public Comments: No public comments.

Minutes: Mr. Littell motioned to approve two sets of minutes, one from the public hearing on June 29, 2026 and the other from the July 9, 2026 regular board meeting. Mrs. Helms seconded. Motion carried.

Claims: Ms. Tyner presented the claims list of \$364,015.02 for July 11, 2026 through August 14, 2026 for review with some explanations. Mr. Littell motioned to accept the claims list, seconded by Mr. Parke. Motion carried.

Committee Reports: Ms. Tyner reported from the last meeting of the Main Street Board. The First Friday events and Lunch on the Plaza are doing well. A new trailer was made possible by a Montgomery County Community Foundation grant, and is helping with cleanup efforts for the First Friday events. Volunteers are needed to assist watering the flowers downtown.

No report from the Park & Rec board because a new library board appointee has not yet been made.

Ms. Tyner attended the Friends of the CMMC meeting. The 2027 preliminary budget and grants were discussed, as well as Summer at the Museum status. Decision on the possible Indiana Historical Society grant for HVAC project will be announced soon. Bryanna Osborne has been hired as the Museum Educator. Curator Janna Bennett co-led a session on disaster preparedness at a recent conference. New board members Melissa Bernhardt and Gary Coffenberry have joined the board. Downtown Crawfordsville Art Walk is scheduled for Saturday, September 12 from 10 a.m. to 3 p.m.

The Internal Controls committee has not met since the last meeting.

The Fundraising Committee has not met since the last meeting.

Old Business:

Board Officers, Bank Signers, and Committees: Dr. Benedicks motioned to propose a slate of officers for the August 13, 2026-June 30, 2027 period. Officers proposed were Dr. Crystal Benedicks, President; Mr. Steve Parke, Vice President; Mrs. Machele Helms, Secretary/Assistant Treasurer; Mr. Will Kellerman, Treasurer. The slate was seconded by Mr. Littell. Motion carried.

Appointments to Community Boards were tabled until the September meeting.

Dr. Benedicks motioned to nominate all officers of the CDPL board to serve as authorized signers on library bank accounts and to establish online statement access for Ms. Lisa Guckes,

library book keeper, and Ms. Jodie Steelman Wilson, library Assistant Director. Motion was seconded by Mr. Kellerman. Motion carried.

Quotes for Replacement of Concrete Steps to Washington Street and Storm Drains: Updated quotes were presented for board consideration. After extended discussion, a motion was made by Mr. Parke to accept the Grote quote for the concrete steps to Washington Street and the Needham Excavating quotes for the CMMC drains and the repair on the dumpster enclosure door. Mr. Littell seconded the motion, and the motion carried.

Library Hours of Operation: Ms. Tyner presented a proposed permanent schedule, open from 10 a.m. to 8 p.m. Monday through Thursday, 10 a.m. to 5 p.m. Friday and Saturday, and closed on Sundays, to be effective around September 1st. Following discussion, Mr. Parke motioned to accept the proposed permanent schedule, with Mr. Kellerman seconding. Motion carried.

Director's Report:

Mr. David Wineman has been hired as a custodian for the library, Ms. Bryanna Osborne in Adult Services has been hired as the CMMC Educator, and Ms. Susanna Howard in Adult Services has resigned.

The DLGF budget workshop one-on-one session will be held August 20 at 2 p.m. Ms. Tyner, Mr. Littell, and Mr. Kellerman will participate.

Financial Reports: Ms. Tyner presented the financial reports with brief explanations. After removing the Capital Outlays amount of \$575,795, with 41.7% of the year left, 41.3% of the General Fund budget remains. The board packet contains reconciliations for the June and July First Financial credit card statements and the July new Hoosier Heartland State Bank credit card reconciliation. Credit card charges will be moved over to the new card at HHSB, and the old First Financial account cancelled.

New Business:

Ms. Tyner presented a Resolution to Reduce Property Tax for 2027 Budget. The total reduction of appropriations is \$941,918 between Operating Fund, Rainy Day Fund, and LIRF. Mr. Parke motioned to approve the resolution, seconded by Mr. Kellerman. Motion carried.

Ms. Tyner presented the 2027 Budget Proposal with extended explanations. The advertised budget includes the maximum amount of tax-derived funds that could be appropriated. The working budget reflects the amount supported by expected revenues. Following discussion, Mr. Littell recommended appropriating more of the beginning balance. [Dr. Benedicks left meeting, Mr. Parke chaired the remainder of the meeting.] Mr. Littell motioned to submit the working budget with an amount equal to 1.5% of the budget placed in the transfer to LIRF line. Mrs. Helms seconded. Motion carried.

Prospective Mission, Vision, and Core Value Statements were presented for board review. Ms. Tyner requested that board members email Ms. Tyner with any questions or additions. The finalized statements will be brought to the board for adoption in September.

The Ethics and Conflict of Interest Policies were presented to the board members for their annual review and renewal of signatures.

Ms. Tyner presented a resolution of Commitment to join the Indiana State Library Consortium for Public Library Access. Mr. Littell motioned to approve, seconded by Mrs. Helms. Motion carried.

Adjournment: Mr. Littell moved to adjourn the meeting, with Mrs. Helms seconding the motion. Motion carried. The meeting was adjourned at 5:41 p.m.

DULY APPROVED by the Crawfordsville District Public Library Board of Trustees at its regular meeting held on the **10th day of September, 2026**, at which meeting a quorum was present.

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ATTEST: _____

Secretary, Board of Trustees