



2021

BOARD

MEETING

MINUTES

Westfield Washington Public Library Board of Trustees Meeting
January 13, 2021.
Executive Session Minutes

1. The Executive Session was called to order at 6:00 pm. Present were Sheryl, Valerie, Patrick, Nancy, Scott, Kelly, Kim and our newest member Justin Wiley. Scott introduced Justin who was appointed by the City Council to replace Brian Morales at the end of his term. Also in attendance : Eric Douthit, attorney, and Kevin Montgomery, representing KRM.

2. Scott Willis then introduced Curt Whitesell, a commercial realtor, who spoke about the Westfield real estate market and specifically the price per acre for land within the town's borders. Not surprisingly, downtown acreage is the most expensive, and yet similar to other comparable downtowns, ie. Noblesville, Fishers, etc, and maybe slightly more expensive due to the limited area. It was said that we need 3.5 acres for our new building and 4.6 acres with extended parking.

3. Scott Willis next provided the Board with a Powerpoint presentation of the 4 proposed sites, stopping for discussion as questions and comments arose.

4. The Executive Session was closed at 8:15pm and immediately followed by the regular board meeting.

Respectfully submitted,



Scott Willis, Vice President



Valerie Dickinson, Secretary

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
JANUARY 13, 2021**

1. CALL TO ORDER.

The meeting was called to order at 8:15 PM by Vice-President Scott Willis. Those in attendance were: Patrick Downey, Kim Patton, Nancy Knochel, Kelley Kemper, Valerie Dickinson and Justin Wiley. WWPL Director Sheryl Sollars, Attorney Eric Douthit and Kevin Montgomery of krM were also present.

2. ELECTION OF BOARD PRESIDENT.

Scott nominated Nancy as president. Patrick seconded the motion. The motion was approved unanimously.

3. FUTURE OF WWPL FACILITIES.

A motion was entertained to open up debate and conversation on the three properties presented. Kelly seconded the motion. The motion was approved unanimously. There are four different options:

Option 1 is Wheeler East: 2 story – a land offer of \$2,100,000, with improvements a total of \$2,920,000.

Option 2 is Wheeler East: 3 story – a land offer of \$1,407,000, with improvements a total of \$2,296,300.

Option 3 is Wheeler West (new) – a land offer of \$1,955,000 with improvements a total of \$2,529,500.

Option 4 is Edgerock (Downtown) – a land offer of \$2,760,000 with improvements for a total of \$3,399,000.

When asked for her opinion Sheryl indicated Options 1 and 2 were not desirable, both 3 and 4 were suitable.

Nancy, Kim, Scott and Kelley focused their attention on Options 3 and 4, with Kelley mentioning that options 3 and 4 had a difference of \$900,000.

Patrick made a motion to proceed on negotiating with both Option 3 (Wheeler West) and Option 4 (Edgerock).

Kelley seconded the motion. The motion was approved unanimously.

Kim authorized Sheryl to engage legal counsel to negotiate Option 3 (Wheeler West). Kelley seconded the motion. The motion was approved unanimously. (Eric cannot negotiate on behalf of Option 3, but can for Option 4). Part of the negotiation needs to be a purchase agreement for the board to approve at the February meeting.

Scott made a motion for Sheryl to be the single point of contact for all negotiations. Kelley seconded the motion.

The motion was approved unanimously.

Kelley made a motion for Sheryl to hire krM for civil engineering services. Kim seconded the motion. The motion was approved unanimously.

4. MOTION FOR APPROVAL OF THE DECEMBER 9, 2020 EXECUTIVE BOARD MEETING MINUTES AND REGULAR BOARD MEETING MINUTES.

Scott made a motion to approve both the executive and regular board meeting minutes. Kelley seconded the motion. The motion was approved unanimously.

5. TREASURER'S REPORT.

a. Kelley read the treasurer's report. The total of all banks was \$1,412,444.85.

b. Valerie made a motion to pay bills in the amount of \$233,594.03. Kelley seconded the motion. The motion was approved unanimously.

6. COMMUNICATIONS.

We received the final approval of the 2021 budget.

7. UNFINISHED BUSINESS.

a. Director's Report.

i. Service Statistics.

We circulated 31,957 items in December, which is on par with being in a normal world.

b. Building Report.

More pipes had to be replaced. The compressor is failing so we are getting a quote to replace it.

c. Personnel.

Dee Davis, a longtime employee, had indicated her intent to retire within the next few months.

d. 2020 General Obligation Bond Project Update.

i) Boiler Replacement.

The new boilers have not yet been installed. A new regulator was put in which helps.

ii) Outreach Vehicle Update.

Sheryl has a call in with the vendor on Friday.

iii) Parking Lot.

The patchwork is finished and we are waiting for asphalt season to repave and stripe the parking lot.

iv) RFID Equipment.

We will be getting 2 self-checks, a circulation assistant to check items out at the circulation desk and a wand which can be used to inventory and to change locations on items.

v) VOIP.

All equipment has been ordered and the switch should occur on February 3rd.

e. COVID-19.

We are not planning on curtailing hours or services. We have postponed hosting the art show until May 8th.

f. Other.

ILF is in contact with FFCRA on training staff to help people register for the vaccine.

8. NEW BUSINESS.

a. Resolution to Temporarily Transfer Funds from the Rainy Day Fund to the Library Debt Service Fund.

Scott moved to transfer funds from the Rainy Day Fund to the Library Debt Service Fund. Valerie seconded the motion. The motion was approved unanimously.

b. Resolution to Establish the Non-Resident Fee for 2021.

The fee of \$63.00 covers the whole family. Kelley made a motion to establish the non-resident fee at \$63.00. Valerie seconded the motion. The motion was approved unanimously.

c. Resolution to Pay Bills with Prior Approval.

Valerie made a motion to approve the resolution to pay bills with prior approval. Kelley seconded the motion. The motion was approved unanimously.

d. Review of the WWPL Board Bylaws.

The bylaws were reviewed and there were no changes.

e. PLAC Report.

The PLAC report was signed.

f. Other.

Kelley made a motion that Sheryl type up a history of the site selection process starting in 2017. Scott seconded the motion. The motion was approved unanimously.

9. AUDIENCE TO THE PUBLIC.

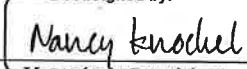
Erin Downey reported that the WWPL Foundation made \$70,000.00 in its first year and a half of operation. Also a grant for \$10,000.0 is coming and be used to install outside cameras and bollards in front of the utility box.

10. ADJOURNMENT.

Nancy adjourned the meeting at 9:15 PM.

Respectfully submitted,

DocuSigned by:


Nancy Knochen, President


Valerie Dickinson, Secretary

smr

Westfield Washington Public Library

RESOLUTION TO ESTABLISH NON-RESIDENT FEE

Whereas, IC 36-12-2-25(c) requires that an individual non resident fee be established, the members of the Westfield Washington Public Library Board do resolve to establish the non-resident fee at \$63.00 for an individual non-resident card and \$63.00 for a family non-resident card, effective January 14, 2021. Be it further resolved that this fee will remain in effect until such time that the library board passes a new non resident fee resolution.

Adopted this 13th day of January 2021

AYE

NAY

Valerie Dickinson

Justin S. Wray

Kelly Kump

Jim M. Patton

Peter A. Dewey

Scott A. Willis

Nancy Kuechel

ATTEST:

Valerie Dickinson

Secretary

Westfield Washington Public Library Board of Trustees

Westfield Washington Public Library

RESOLUTION TO TEMPORARILY TRANSFER FUNDS FROM THE RAINY DAY FUND TO THE LIBRARY DEBT SERVICE FUND

WHEREAS, it has been shown that the funds in 201 Rainy Day Fund need to be temporarily transferred to the 300 – Library Debt Service Fund.

We the library board of the Westfield Washington Public Library, do resolve that the following transfers be made.

Transfer from 201 – Rainy Day Fund	\$ 1,659.25
Transfer to 300 – Library Debt Service Fund	\$ 1,659.25

Presented to the Westfield Washington Public Library Board of Trustees, read in full and adopted this 13th day of January 2021, by the following aye and nay vote.

AYE

NAY

<u>Valerie Dickinson</u>	_____
<u>Justin G. Smith</u>	_____
<u>Kelley Kump</u>	_____
<u>Kim M. Patton</u>	_____
<u>Paul A. Daprey</u>	_____
<u>Scott A. Willis</u>	_____
<u>Nancy Knechel</u>	_____

ATTEST:

Valerie Dickinson
Secretary of the Westfield
Washington Public Library

Westfield Washington Public Library

RESOLUTION TO PAY BILLS WITH PRIOR APPROVAL

Whereas, the Westfield Washington Public Library must pay its bills on time and the Westfield Washington Public Library board requests that all bills be paid by their due date, the Westfield Washington Public Library board approves the following types of disbursements be made before the monthly regularly scheduled library board meeting as allowed by Indiana Code 36-12-3-14(a)(1-11).

- (1) Property or services purchased or leased from the United States government or its agencies and the state, its agencies, or its political subdivision.
- (2) Dues, subscriptions, and publications.
- (3) License or permit fees.
- (4) Insurance premiums.
- (5) Utility payments or connection charges.
- (6) Federal grant programs where advance funding is not prohibited and the contracting party posts sufficient security to cover the amount advanced.
- (7) Grants of state funds authorized by statute.
- (8) Maintenance and service agreements.
- (9) Legal retainer fees.
- (10) Conference fees.
- (11) Expenses related to the educational or professional development of an individual employed by the library board, including:
 - (A) inservice training;
 - (B) attending seminars or other special courses of instruction;
 - (C) tuition reimbursement, if the library board determines that the expenditures under this subsection directly benefit the library.
- (12) Leases or rental agreements.
- (13) Bond or coupon payments.
- (14) Payroll costs.
- (15) State, federal, or county taxes.
- (16) Expenses that must be paid because of emergency circumstances.
- (17) Expenses for advertising and Promoting Library Services
- (18) Other expenses described in another library board resolution

The Westfield Washington Public Library board requests that each payment of expenses lawfully incurred for library purposes must be supported by a fully itemized invoice or other documentation. The library director must certify to the library board before payment that each claim for payment is true and correct. This certification must be on a form prescribed by the State Board of Accounts. The library board shall review and allow the claim at the library board's first regular or special meeting following the payment of a claim under this section.

Adopted this the 13th Day of January 2021.

AYE

NAY

Valerie Dickinson

Justin G. Gish

Kelly Kemp

Dina Pat

Petrucci A. Downey

Scott A. Willis

Nancy Kuechel

ATTEST:

Valerie Dickinson

Secretary, Westfield Washington Public Library
Board of Trustees

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
BOARD OF FINANCE MEETING MINUTES
JANUARY 13, 2021**

1. CALL TO ORDER.

The meeting was called to order at 9:16 PM by President Nancy Knochel. Those in attendance were: Valerie Dickinson, Patrick Downey, Kelley Kemper, Kim Patton, Scott Willis and Justin Wiley. Director Sheryl Sollars was also present.

2. ELECTION OF OFFICERS.

Scott made a motion that the 2021 Board of Trustees officers serve as 2021 Board of Finance officers. Valerie seconded the motion. The motion was approved unanimously.

3. REVIEW OF THE REGISTER OF INVESTMENTS FOR 2020.

The investments held in the money market account and CD were reviewed. The Community Bank CD was closed on April 11, 2020. It made \$6,640.20. The amount was to be reinvested but COVID-19 hit. Sheryl will get in touch with the Indiana Trust Fund.

4. REVIEW OF FINANCE POLICY

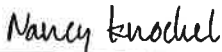
The finance policy was reviewed. There was no change.

5. ADJOURNMENT

Hearing no opposition President Nancy Knochel adjourned the meeting at 9:19 PM.

Respectfully submitted,

DocuSigned by:



Nancy Knochel, President


Valerie Dickinson, Secretary

smr

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
FEBRUARY 24, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:00 PM by President Nancy Knochel. Those in attendance were: Patrick Downey, Kim Patton, Kelley Kemper, Valerie Dickinson, Scott Willis and Justin Wiley. WWPL Director Sheryl Sollars, Attorney Eric Douthit, Attorney Dave Schmitz and Kevin Montgomery of krM were also present. Since Nancy was attending via Zoom, she asked Vice-President Scott Willis to chair the meeting.

2. FUTURE OF WWPL FACILITIES.

a. Discussion on New Library Sites.

i. Director's Comments.

Sheryl said that in the 18 years that she has been director the community has seen explosive growth and while both sites are good she prefers the downtown site. Knowing the after school students are an issue she would work with the schools for a solution, possibly some sort of transportation. She also presented the following statistics: Patrons 18 and above comprise 89% of the circulation. Those ages 5-17 comprise 6.7% of our circulation and between the hours of 3 and 5 the circulation is only 4% for that age group.

ii. Public Comments.

-- Steve Latour, who is the Executive Director of the Westfield Chamber of Commerce, said that the library topic has come up and there is full support for a new library. The majority of the business leaders would like to see the library downtown.

-- Sheryl read emails from:

Amanda Cole who would love to see the library downtown.

Julie Kuenne prefers the downtown location.

Old Town Companies (Justin Moffat) who is in favor of the downtown site.

b. Site Selection.

i. The downtown option is hereby known as Option 1 and the Wheeler option as Option 2.

ii. Eric said that the contracts occurred with Nancy, Scott, Justin, Sheryl and a krM representative present. He was present for Option 1 and then left; Dave Schmitz was present for Option 2. Eric indicated that the seller for Option 1 is willing to sign the contract as is. He then presented information from the contract answering questions as he went along. A lot of contingencies with escrow accounts were mentioned.

iii. Dave spoke concerning Option 2, saying there were more similarities than differences. One point of that needed clarification was the size of acreage and the ensuing price. This came up because of a possible different orientation of the library on the property.

iv. Scott then called for board member questions and comments. Nancy, Patrick and Valerie had no questions. Justin talked with about 40 people in the community all of whom wanted the library downtown. Kim was concerned about the cost and polled city council members who seemed to be about 50/50 as to where the library was placed, cost again being an issue. Kelley was concerned about the number of contingencies with Option 1. Scott took a poll with 295 votes given – 157 for Option 1, 138 for Option 2; the biggest issue was walkability for students.

v. Scott then called for an individual vote on the selection of the site: Nancy-Option 1, Patrick-Option 1, Justin-Option 1, Kim-abstain, Kelley-Option 2, Valerie-Option 1, Scott-recuse. Option 1 was selected by the majority of the board members as the site for the new library.

vi. Justin made a motion to select Option 2 for the library if something goes wrong with Option 1. Valerie seconded the motion. The motion was approved unanimously.

c. Tax Rate Discussion.

Westfield Schools have slightly changed their tax strategy and the decrease is not as much as previously suggested. A meeting has been set up with Jane Herndon, Ryan Fetters, Kevin, Nancy, Scott, Justin and Mike Reuter to talk about financing. Other board members are invited. The meeting is March 3rd at 11:00 AM.

Sheryl will talk at the March board meeting about the tax strategy determined. It is still tax neutral for taxpayers.

d. Timeline.

The timeline was updated but will be done again for the next board meeting.

3. MOTION FOR APPROVAL OF THE MINUTES FOR THE JANUARY 13, 2021 EXECUTIVE BOARD MEETING, THE REGULAR BOARD MEETING AND THE BOARD OF FINANCE MEETING.

Kelley made a motion to approve the minutes of all three meetings. Valerie seconded the motion. The motion was approved unanimously.

4. TREASURER'S REPORT.

a. Kelley read the treasurer's report. The total of all banks was \$1,134,961.05.

b. Receipts:

Receipt #2 for \$50,240.42 is the January LIT distribution.

Receipt #3 for \$747.00 is the transfer from the excess levy fund to the Operating Fund.

Receipt #11 for 1,659.25 is the transfer of funds to the Library Debt Service Fund from the Rainy Day Fund.

c. Kelley made a motion to pay bills in the amount \$229,211.24. Valerie seconded the motion. The motion was approved unanimously.

5. COMMUNICATIONS.

Emails, which were noted above in Public Comments.

6. UNFINISHED BUSINESS.

a. Director's Report.

i. Service Statistics.

We circulated 32,933 items in January. The self-check circulation is 1,834. We had 8,195 visitors. There were 640 curbside visits. 169 library cards were issued.

b. Building Report.

i. A compressor was replaced for the sprinkler system.

ii. We have 2 new drinking stations replacing the water fountains. One in the lobby which used 29 gallons of water and one in the information/reference area which used 64 gallons of water.

iii. One of the boilers has been replaced. We are waiting for the schedule to install the second boiler and the removal of the old one.

c. Personnel.

i. On March 8th there will be a small reception for those long-term employees who retired during the last year: Rita Collins – who was employed for over 30 years, Dee Davis – retiring March 9th Maria Bragg and Rhonda McPeake. It is open to the public and will be held at 3:00 PM.

ii. Sheryl has hired two new circulation assistants. One page has recently resigned.

d. Other – none.

7. NEW BUSINESS.

a. Library Board Member Resignation.

Kelley is resigning due to new SEC regulations in place at her work. Kelley was thanked for her service.

i. The Westfield Washing School Board is appointing Amber VanDenBerg at their March 9th meeting to replace Kelley.

b. Library Board Treasurer.

Since Kelley was the treasurer a new treasurer is needed. A motion by Scott to nominate Justin failed for the lack of a second. The treasurer will be determined at the next meeting.

c. 2020 Indiana State Library Annual Report – no questions.

d. 2020 Annual Financial Report – no questions.

e. Other.

The library is helping with the Hamilton County Emergency rental system by assisting applicants with applications, providing a computer and/or taking the physical application to the proper authority.

8. AUDIENCE TO THE PUBLIC.

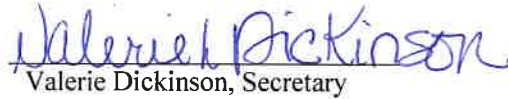
- a. Erin Downey reported that the WWPL Foundation will be fundraising throughout the month of April in celebration of the establishment of the library in April, 1902 while supporting local businesses. The Foundation is developing a 1902 society, a fundraising vehicle for 50 businesses in the community driven by donations.
- b. Kim thanked Sheryl for all of her work during this past year, that she has done a wonderful job.
- c. Scott made a motion to authorize Nancy to sign the contract of the land purchase. Valerie seconded the motion. The motion was approved unanimously.
- d. Sheryl thanked the board members for all their questions, comments and involvement.

9. ADJOURNMENT.

The meeting was adjourned 8:32 PM.

Respectfully submitted,


Nancy Knochel, President


Valerie Dickinson, Secretary

smr

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
MARCH 10, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:02 PM by President Nancy Knochel. Those in attendance were: Patrick Downey, Kim Patton, Valerie Dickinson, Scott Willis and Justin Wiley. WWPL Director Sheryl Sollars, Attorney Eric Douthit, Kevin Montgomery of krM and Tammy Sanders were also present.

2. APPROVAL OF THE MINUTES OF THE FEBRUARY 24, 2021 REGULAR BOARD MEETING.

Nancy entertained a motion to approve the minutes of the February 24, 2021 regular board meeting. Scott so moved to approve the minutes. Valerie seconded the motion. The motion was approved unanimously.

3. TREASURER'S REPORT.

- a. Sheryl read the treasurer's report. The total of all banks was \$1,082,146.76.
- b. Receipts:
Receipt #26 for \$50,240.42 is the February LIT distribution.
- c. Vouchers:
Claim #118 for \$12,738.50 to Invengo America Corp. is for RFID equipment paid out of the GO bond.
Claim #138 for \$3,225.00 to Church, Church, Hittle is for attorney fees.
Claim #150 for \$9,326.00 to Perfection Group is for the Variable Frequency Drive for the new boilers.
- d. Nancy entertained a motion to approve paying bills in the amount \$87,484.35. Kim so moved to pay the bills in the amount of \$87,484.35. Scott seconded the motion. The motion was approved unanimously.

4. PRESIDENT'S REPORT.

- a. Nancy commented on the two building committee meetings, a review of the GO Bond time table on March 3rd, and a land purchase kickoff meeting that she participated in.
- b. Nancy had hoped to introduce our new board member, Amber VanDenBerg, who was appointed March 9th, but Amber had a previous engagement.
- c. Nancy asked board members to familiarize themselves with the WWPL Strategic Plan to review and update at April meeting.

5. COMMUNICATIONS.

Sheryl received an email from Jane Herndon (bond counsel) of Ice Miller to sign a new letter of engagement with Ice Miller.

6. UNFINISHED BUSINESS.

a. Director's Report.

i. Service Statistics.

We circulated 31,361 items in February. The old self-check circulation is 292. There is currently a problem in determining the circulation of the new self check (RFID); it should be resolved by April. We had 9,391 visitors. There were 495 curbside visits. 152 library cards were issued.

b. Building Report.

Five of the six outside cameras donated by the Foundation were installed.

c. Personnel.

Interviews are being conducted for 2 student pages. Circulation Manager will soon interview for a circulation assistant.

d. WWPL Facilities.

i. Public Relations Campaign Discussion.

Sheryl presented Tammy Sanders, who is hired to help with public relations for the library. Tammy will help with a press release about choosing the new library location and what Sheryl will present at the Chamber luncheon on April 15, as well as releases sent to the Current. Another community input meeting should be scheduled between now and June 2nd when the first Preliminary Determination

Hearing is held. It would be good to produce a leaflet or bookmark with information about the library to have at the desk and to hand out at meetings.

ii. **Declaration of Official Intent to Reimburse Expenditures.**

Nancy entertained a motion to approve the Declaration of Official Intent to Reimburse Expenditures. Scott so moved to approve the declaration. Valerie seconded the motion. The motion was approved unanimously.

iii. **Additional Appropriation Option for Paying Bills Prior to Reimbursement.**

Up to \$104,000.00 can be taken out of the Rainy Day Fund instead of the Operating Fund since it is under the Growth Quotient. This would be reimbursed when the bond is received if the appropriation is approved at the April meeting. If the bond is not approved the bills can't be paid.

iv. **krM Contract Update.**

Scott made a motion to approve the contract and to give Sheryl the authority to sign the contract. Valerie seconded the motion. The motion passed unanimously.

v. **Report on Meeting on Financing and Budget for New Library Project.**

The proposed timetable for the GO bond was included in the board packet.

vi. **Report on Kickoff Meeting with 31/32 Investors on Purchase Agreement of Land Purchase.**

Nancy reported on this above.

vii. **Report on Meeting with Westfield City Engineer.**

Kevin met with the city engineer, the seller and others concerning the site. One area of concern is the road south of the site and how that will mesh with our building plans. Also a cut in the median of Westfield Boulevard will need to be made.

viii. **Current Library Sale Options discussion.**

--Options were discussed were such as putting the building up for sale to the highest bidder, dealing only with the schools or considering the EdgeRock proposal. Also what is best for the community should be considered not just what is the best price.

--The board was reminded that proceeds from the sale cannot be used for the new property and building.

--There should be a meeting with the school board to determine what they want to do.

--There should also be a meeting with the County Commissioner, Township, City Council, Schools, Mayor, and a representative from the WWPL Board to discuss the tax rate.

e. **Library Board Treasurer,**

Justin nominated himself as Library Board Treasurer. Scott made a motion to approve Justin as Library Board Treasurer. Valerie seconded the motion. The motion passed unanimously.

f. **Other.**

The City Connection, held quarterly in the evening is moving to the morning. The next one is tentatively May 10th from 7:00 AM to 9:00 AM

7. **NEW BUSINESS.**

a. **WWPL Strategic Plan Review and Update Discussion.**

The Strategic Plan will be reviewed and updated at the April meeting.

b. **Other--none.**

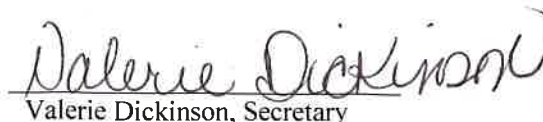
8. **AUDIENCE TO THE PUBLIC -- none.**

9. **ADJOURNMENT.**

The meeting was adjourned 7:58PM.

Respectfully submitted,


Nancy Knochel, President


Valerie Dickinson, Secretary

smr

**EXCERPTS FROM MINUTES OF A MEETING
OF THE BOARD OF TRUSTEES
WESTFIELD WASHINGTON PUBLIC LIBRARY**

A meeting of the Board of Trustees (the "Board") of Westfield Washington Public Library (the "Library") was held at 333 W Hoover ST, Westfield, Indiana, on March 10, 2021 at the hour of 7:00 p.m. (Local Time), pursuant to notice duly given in accordance with the rules of the Board.

The meeting was called to order by the President of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Nancy Knochel, Valerie Dickinson, Kim Patton, Scott Willis
Patrick Downey and Justin Wiley

Absent:

(Among other proceedings had and actions taken were the following:)

The President stated that the Board should consider a Reimbursement Resolution to preserve its flexibility to reimburse itself out of bond proceeds, if and when issued. On motion duly made, the resolution attached as Exhibit A was adopted by a vote of 6 - 0.

Motion made and seconded to adjourn the meeting. Meeting adjourned.

Nancy Knochel
Secretary, Board of Trustees

ATTEST:

Valerie Dickinson
President, Board of Trustees

EXHIBIT A

DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES

WHEREAS, Westfield Washington Public Library (the "Library") expects to finance the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"); and

WHEREAS, the Library reasonably expects to reimburse certain costs of the Project with proceeds of obligations to be incurred by or on behalf of the Library in an amount not to exceed \$16,725,000; and

WHEREAS, the Library expects to issue obligations for the Project and to use the proceeds to reimburse or pay costs of the Project;

NOW, THEREFORE, BE IT RESOLVED that the Library declares its official intent to fund the Project with proceeds of obligations incurred by the Library in an amount not to exceed \$16,725,000 for which it expects to be reimbursed.

BE IT FURTHER RESOLVED, that the Library reasonably expects to reimburse itself from proceeds of obligations issued by the Library for costs of the Project paid prior to the issuance of the Bonds.

Passed and Adopted this 10th day of March, 2021.



President, Board of Trustees



Secretary, Board of Trustees

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
APRIL 14, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:01 PM by President Nancy Knochel. Those in attendance were: Valerie Dickinson, Justin Wiley and Amber Van Den Berg. WWPL Director Sheryl Sollars, Attorney Eric Douthit, Kevin Montgomery of krM and Tammy Sanders were also present.

2. INTRODUCTION OF NEW BOARD MEMBER.

Amber Van Den Berg was introduced as our new board member representing the School Board.

3. APPROVAL OF THE MINUTES OF THE MARCH 10, 2021 REGULAR BOARD MEETING.

Nancy entertained the motion to approve the March 10, 2021 regular board meeting minute. Justin so moved. Valerie seconded the motion. The motion was approved unanimously.

4. TREASURER'S REPORT.

- a. Sheryl read the treasurer's report. The total of all banks was \$1,023,589.31
- b. Receipts:
 - Receipt #45 for \$50,240.42 is the March LIT distribution.
 - Receipt #61 for \$2,000.00 is reimbursement from the Indiana State Library for COVID-19 supplies from the Cares Act.
- c. Vouchers:
 - Claim #166 for \$3,670.79 to Servpro is for the water damage repair in the Children's Area.
 - Claim #226 for \$1,462.50 to Onguard Security Solutions is the extra expense to put an outside camera on a light pole. This is taken out of the G.O. Bond.
 - Claim #255 for \$6,345.45 to K and J Communications is for the installation and hardware for the new VOIP system. This is also taken out of the G.O. Bond.
- d. Justin made a motion to approve paying bills in the amount \$129,199.51. Valerie seconded the motion. The motion was approved unanimously.

5. PRESIDENT'S REPORT.

- a. The Building Committee of Nancy, Scott and Justin along with Sheryl met yesterday.
- b. Nancy commended Erin of the Westfield Library Foundation for her work in planning all the activities for the library's 119th birthday this month.

6. COMMUNICATIONS – NONE.

7. UNFINISHED BUSINESS.

a. Director's Report.

i. Service Statistics.

We circulated 33,340 items in March. The new self check (RFID) checked out 4,083 items in February and 4,613 items in March. We had 10,258 visitors. There were 509 curbside visits. We are seeing a decrease in curbside visits and an increase of visitors to the library. 209 new and replacement library cards were issued.

b. Building Report.

All outside camera are functional. The parking lot will be resurfaced April 27th and 29th. On the 27th the staff lot and ½ of the public parking lot will be done; then on April 29th the other half of the public lot will be done.

c. Personnel.

Two new pages and a circulation assistant have been hired. We are fully staffed.

d. WWPL Facilities.

- i. 31/32 Purchase Agreement.
Eric briefly explained the possibility of purchasing property to the north of the new library site and that the owner agreed to enter into a real purchase agreement. Concerning the first amendment the earliest we could close would be November 2021, the latest March 2022. The second amendment concerns accepting the parcel and giving us the option to take it or not take it. The Building Committee of Justin, Nancy and Scott are fine with the amendments.
 - A. Adoption of Amendments 1 & 2.
Valerie made a motion that the board approve amendments 1 and 2 and authorize Nancy, the board president, to sign the documents. Justin seconded the motion. The motion was approved unanimously.
- ii. Project Timeline Discussion.
A significant part of the work by the seller needs to be done after we close so 150% of the cost estimate needs to be put in escrow. This is a significant potential issue since the library normally wouldn't buy property if there is a mortgage on it.
- iii. krM Schematic Design Report.
Kevin of krM presented a preliminary design of the building and the areas in the building noting that there may be changes over the next few months.
- iv. Illustrative Financing Information & Circuit Breaker Analysis.
Sheryl met with Ryan Fetters and Mike Reuter and received some numbers which she briefly explained. She indicated that Jane Herndon, Ryan and Mike would be at the May meeting and explain it all further. She also indicated that a meeting with all the taxing entities would be set up for the beginning of May.
- v. Public Relations Update.
 - A. Sheryl will be talking about our library project at the April 15th Chamber meeting. Mike Thomas, president of the Westfield Library Foundation, will also talk.
 - B. Sheryl and Tammy Sanders are working on a flyer and bookmark.
 - C. For the press release Kevin will be able to provide a site plan with labels to orient the viewer.
 - D. Sheryl plans to set up a Community Information meeting on May 26th at 7:00 PM. Other meetings will be scheduled throughout the process. Also a page on the website will be devoted to the new library project.
- vi. 2020 GO Bond Project Update.
Sheryl will be doing a site visit April 29th to see a vehicle like the one she plans to order. The vehicle will be used for such activities as visiting assisted care facilities, daycare, and schools. It will have books to check out and have WiFi capabilities.
- vii. COVID-19
We are starting to schedule on-site meetings and plan to restart bingo May 6th. The staff will still be required to wear masks and visitors will be encouraged to wear them. Sheryl is thinking of changing the quarantine time on items from 48-60 hours to 24 hours.
- viii. Strategic Plan Review.
Sheryl updated the plan, took out those items already accomplished and added a few more things. It will be put back on the agenda quarterly. It doesn't have to be sent to state until the end of the year.
- ix. Other.
When asked, Sheryl indicated that the library were not affected by the storms that came through.

8. NEW BUSINESS.

a. Additional Appropriation for the Rainy Day Fund

- i. Explanation.
Sheryl would like to pay architectural and legal fees out of the Rainy Day Fund. There is \$104,225.00 that can be appropriated since the max 2021 budget was \$1,703,845.00 and the actual budget was \$1,599,621.00.
- ii. Public Hearing on Additional Appropriation.
Nancy opened a public hearing concerning the additional appropriation. There were no comments.
- iii. Valerie made a motion to adopt the additional appropriation of \$104,225.00. Justin seconded the motion. The motion was approved unanimously. Sheryl will turn it in to the DLGF tomorrow

b. Other.

The PLAC report was signed by a board officer. Three cards were issued last quarter.


9. AUDIENCE TO THE PUBLIC -- none.

10. ADJOURNMENT.

Nancy declared the meeting adjourned at 7:58PM.

Respectfully submitted,


Nancy Knochel, President


Valerie Dickinson, Secretary
Acting Secretary

smr

Westfield Washington Public Library

ADDITIONAL APPROPRIATION RESOLUTION


Whereas, it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget; now, therefore:

Sec. 1. Be it resolved by the Board of Trustees of Westfield Washington Public Library, Hamilton County, that for the expenses of the taxing unit, the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:



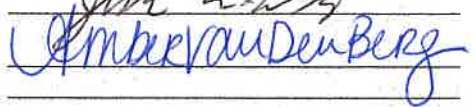
Fund Name: Rainy Day	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$104,225.00 _____	\$104,225.00 _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ _____	\$ _____
TOTAL for Rainy Day Fund:	\$104,225.00 _____	\$104,225.00 _____

Adopted this 14th day of April, 2021.

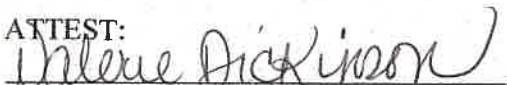
NAY



AYE

ATTEST:



Secretary of Fiscal Body

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
MAY 12, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:00 PM by President Nancy Knochel. Those in attendance were: Patrick Downey, Kim Patton, Scott Willis, Amber Van Den Berg and Justin Wiley. Absent was Valerie Dickinson. Also present were: WWPL Director Sheryl Sollars, Attorney Eric Douthit and Jane Herndon. Attending by way of Zoom were: Tammy Sanders, Mike Reuter, Ryan Fetters and Caleb Moffatt.

2. APPOINTMENT OF ACTING SECRETARY.

Patrick was appointed Acting Secretary.

3. WWPL NEW LIBRARY PROJECT.

a. Tax Rate and Budget Implications of New Library Bond.

Ryan went over a chart illustrating the debt service payments of existing bonds and a \$6,725,000 2021 bond. The tax rate would be kept under \$0.03, based on current interest rates plus 1%. He also provided a summary of the 2020 tax bill impact. Because the school tax rate is dropping even with the new library bond there would be an overall tax rate reduction.

Mike then went over how our budget is being affected by the circuit breaker tax credits in 2021 and 2022. He also compared debt rates among other Hamilton County libraries and concluded that what we are asking is very reasonable

b. Financing Options and Timeline Updates.

Jane went over the revised timetable for the General Obligation Bond. She explained about the first and second preliminary determination hearings. Key dates were explained particularly those involving the library board. She also explained the process and timetable if an application petition is filed requesting petition-remonstrance.

c. Authorize Publication of Public Hearings.

Scott moved to approve the motion to authorize publication of the Preliminary Determination Hearings to be held on June 16, 2021 and June 23, 2021. Justin seconded the motion. The motion was approved unanimously.

d. Purchase Agreement Update.

Eric reported no updates on the purchase agreement. The survey is next week.

e. Westfield Washington Township Taxing Unit Meeting Update.

The meeting was held last week. Representatives from the county commissioners, school, city council, township, the Mayor, Sheryl and Scott (representing the library board) attended. Mike and Ryan gave the presentation. All seemed receptive to the project.

f. WWPL Building Committee Update.

The Building Committee met with Kevin who showed them some exteriors. He was asked for others. The board is deciding on the exterior, Sheryl and staff on the interior. Preliminary floor plans were presented. There will still be changes as nothing is yet confirmed.

g. Public Relations Update.

i. New library slogan is "New Era, New Chapter".

ii. Bullet Point Flyer/Bookmark.

The bookmark is ready to go to the printer. The flyer will be completed this week.

iii. Community Informational Meeting.

A community information meeting will be held Wednesday, May 26th at 7:00 PM in the Community Room and by Zoom. Social media response has been good.

4. APPROVAL OF THE APRIL 14, 2021 REGULAR BOARD MEETING MINUTES.

Nancy entertained a motion to approve the minutes of the April 14, 2021 regular board meeting. Scott so moved. Amber seconded the motion. The motion was approved unanimously.

5. TREASURER'S REPORT.

- a. Justin read the treasurer's report. The total of all banks was \$905,401.42
- b. Receipts:
Receipt #78 for \$50,240.42 is the May LIT distribution.
- c. Justin made a motion to pay bills in the amount \$182,207.78. Amber seconded the motion. The motion was approved unanimously.

6. PRESIDENT'S REPORT.

Nancy expressed thanks to Erin for all the birthday celebrations for the library including the essay contest. Wolfie's set a record for a fundraiser.

7. COMMUNICATIONS.

The City Connection breakfast is postponed.

8. UNFINISHED BUSINESS.

a. Director's Report -- no questions.

b. Building Report.

- i. The Kiwanis are planting flowers this weekend. The Girl Scouts are providing mulch for the butterfly garden the 23rd.
- ii. The second boiler was installed.
- iii. The library has switched to Outlook 365 for email access.

c. Personnel -- no staff changes.

d. 2020 G.O. Bond Projects Update.

Sheryl has scheduled a trip to the plant in Columbus, Ohio on May 25th and will order the van. It will be 6 months before we get it.

e. Additional Appropriation – We Received Approval.

f. Other – none.

9. NEW BUSINESS.

a. Electronic Meeting Policy.

Sheryl went over some of the changes to the policy. The policy was recommended by the State Library. Nancy entertained a motion to adopt the electronic meeting policy as presented. Scott so moved. Justin seconded the motion. The motion was approved unanimously.

b. 2022 Budget.

Sheryl will start working on the 2022 budget. The budget committee consists of Kim and Valerie.

c. Other.

i. Selling the building.

The Westfield Washington Schools has indicated they are interested in purchasing the building at the price quoted by their appraiser. A meeting needs to be scheduled with Sheryl, Nancy, Brian, Chris and the school board president. It was suggested that it would be helpful to have some sort of broad agreement that the school system will buy the building.

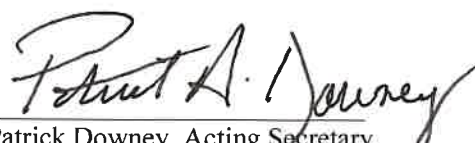
10. AUDIENCE TO THE PUBLIC – none.

11. ADJOURNMENT.

The meeting was adjourned 8:58 PM.

Respectfully submitted,


Nancy Knochel, President


Patrick Downey, Acting Secretary smr

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
JUNE 9, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:00 PM by President Nancy Knochel. Those in attendance were: Patrick Downey, Kim Patton, Valerie Dickinson, Amber Van Den Berg and Justin Wiley. Scott Willis attended via Zoom. Also present were: WWPL Director Sheryl Sollars, Attorney Eric Douthit and WPL Foundation Director Erin Downey. Also attending via Zoom were: Tammy Sanders, Public Relations and Kevin Montgomery of krM.

2. 1902 SOCIETY – ERIN DOWNEY – WESTFIELD LIBRARY FOUNDATION.

---Erin presented a new fundraiser called the 1902 society based on the fact that the Westfield Public Library was started in 1902. Corporations are asked to contribute \$1902.00 initially then \$1,000.00 for the next three years. Erin is planning on asking 50 corporations. Individuals would be asked to donate \$190.20 initially then \$100.00 for three years. It was suggested to have 3 years plus listed.

---The Foundation is planning on purchasing a donor plaque to be put on the wall opposite the circulation desk that will list members of the 1902 society.

---The Foundation has raised \$87,000.00 in the last 2 years.

3. WWPL NEW LIBRARY PROJECT.

a. krM Exterior and Interior Schematic Design and Cost Estimates..

- i) Kevin has been meeting with the Building Committee and Staff. It is still unknown if the library will have the northeast corner.
- ii) After Kevin warned that the schematics are still fluid he presented the current indoor and outdoor schematics. There is a small basement for mechanicals and storage.
- iii) Kevin then presented the cost estimates which also included some optional costs and deferred costs bringing the total project cost to \$16,765,484.00.

b. Site Due Diligence Update

There are two different kinds of due diligence. The legal one is on track. Kevin has started on the site inspection piece. We received the survey last week, however the survey did not have the ditch included. We will have title to the ditch but not pay for it. Our only real concern is the seller's ability to deliver with its lender. Kevin, Eric and the Building Committee will meet June 30th.

c. Preliminary Determination Public Hearings.

- i) Procedures and Rules.
 - A. 1st Preliminary Determination Meeting – June 16, 2021 at 7:00 PM.
It will have a similar agenda to the community meetings. There will be a sign in sheet for name and address. Nancy will open the meeting. Sheryl will give a summary. Kevin will talk of the design and Ryan Fetters will talk about the financial impact. Then there will be public comments. Attendance can be via Zoom. A staff member will monitor Zoom and sign in sheets. Any questions will go to the person it pertains to; board members should not answer any questions.
 - B. 2nd Preliminary Determination Meeting – June 23, 2021 at 7:00 PM.
This meeting follows the same format as the 1st Preliminary Determination Meeting except that there will be voting on a resolution to do the bond.

d. Building Committee/Director Update.

- i) Meeting with WWS.
Scott and Sheryl met with the WWS Superintendent and Assistant Superintendent who are very interested in purchasing the building. They will get a second appraisal and on working on a memorandum of understanding. As Church, Church, Hittle + Antrim represents both the library and WWS there is an inherent conflict of interest which can be dealt with by having both boards sign a waiver as this is a waivable conflict or the library could get another attorney for this situation.. WWS would offer the midpoint of the two appraisals and buy the building toward the end when the library is ready to vacate.

ii) Meeting with WWT.

Sheryl met with Danielle about the township sharing some space on our site.

iii) Veridus Group -- a recommendation will be made to the board later.

iv) City Council Member Meeting.

It is planned to invite the city councilors to have a meeting on a one-to-one basis.

e. Public Relations Update.

i) Testimonials and Web Page Update.

Tammy is working on getting testimonials. She has received a warm and welcoming reception from all she talked to. There will be a separate page on the library website dedicated to the new building.

ii) Video and One Sheet Flyer.

A video with Sheryl and Mike Reuter will be available as well as a one sheet flyer. Tammy has talked with other libraries about their projects.

4. APPROVAL OF THE MAY 12, 2021 REGULAR BOARD MEETING MINUTES.

Nancy entertained a motion to approve the minutes of the May 12, 2021 regular board meeting. Kim so moved. Scott seconded the motion. The motion was approved by all board members: Kim, Scott, Nancy, Patrick, Amber, Justin and Valerie.

5. TREASURER'S REPORT.

a. Justin read the treasurer's report. The total of all banks was \$1,225,491.64.

b. Receipts:

Receipt #99 for \$4,103.00 is the CVET distribution which is put in the Operating Fund & Debt Service Fund.

Receipt #100 for \$50,240.42 is the June LIT distribution.

Receipt #101 for \$329,677.88 is our Spring advance. \$222,130.00 is put in the Operating Fund,
\$107,547.88 is put in the Debt Service Fund.

Receipt #110 for \$68,962.00 is a special LIT distribution.

Receipt #128 for \$3,379.23 is a PLAC reimbursement from two years ago.

c. Vouchers:

Claim # 349 for \$35,000.00 to krM for professional services.

Claim # 365 for \$2,000.00 to Library Market for the events calendar.

Claim # 377 for \$52,980.00 to Farber Specialty Vehicles being the 30% down upon signing for a Sprinter Deluxe vehicle.

d. Valerie made a motion to pay bills in the amount \$190,175.03. Amber seconded the motion. The motion was approved by all board members: Nancy, Scott, Valerie, Amber, Kim, Justin and Patrick.

6. PRESIDENT'S REPORT.

Nancy expressed thanked everyone for their hard work.

7. COMMUNICATIONS – none.

8. UNFINISHED BUSINESS.

a. Director's Report.

Service Statistics.

We circulated 30,855 items in May. The self-check circulation was used for 4,691 items which is 15% of our circulation. We had 8,593 visitors. There were 401 curbside visits. 174 library cards were issued.

b. Building Report.

i) The Girl Scouts put down mulch in the butterfly garden the May 23rd. Sheryl spread the leftover mulch.

ii) The second boiler was installed but not yet started since a manufacturer's representative needs to do it.

iii) We are having intermittent problems with the library's wi-fi. Also, there are issues accessing the library's website in the building.

c. Personnel.

We have a summer intern, Rachel Conyer, who plans to start working toward her MLIS in the fall.

Rex Jones, from Information Services, is having serious health issues and may be absent some days.

d. 2020 G.O. Bond Projects Update.

Sheryl has put a vehicle on hold. There was consensus from the board that the contract be signed. The vehicle should be ready within the next 270 days.

e. Other – none.

9. NEW BUSINESS.

a. 2022 Budget.

Sheryl submitted the prebudget form today. She will meet with Valerie and Kim (Finance Committee). We will have to have a binding review by the Westfield City Council. The public hearing will be in August and the budget will go before the board in September.

b. Summer Reading Program.

We already have 1,100 people signed up so far.

c. Other.

i. LSTA Grant.

The grant provides hands-on technology for children.


10. AUDIENCE TO THE PUBLIC – none.

11. ADJOURNMENT.

The meeting was adjourned 8:10 PM.

Respectfully submitted,


Nancy Knochel, President


~~Valerie Dickinson, Secretary~~
Kim Patton, Acting Secretary
smr

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
JUNE 16, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:00 PM by President Nancy Knochel. Those in attendance were: Kim Patton, Valerie Dickinson, Amber Van Den Berg and Justin Wiley. Absent were: Scott Willis and Patrick Downey. Also present were: WWPL Director Sheryl Sollars and Attorney Eric Douthit. Also present via ZOOM were Ryan Fetters of Bakertilly and Kevin Montgomery of krM.

2. FIRST PRELIMINARY DETERMINATION HEARING ON THE NEW WESTFIELD WASHINGTON PUBLIC LIBRARY PROJECT.

a. Statement of Purpose of the Hearing.

Sheryl stated the procedures if anyone wished to talk during the Public Hearing portion of the meeting. She then cited the Indiana Code which specified that the hearing take place.

b. Need for New Library Project.

- i) Sheryl presented a short history of the library building and expansion projects. She also gave the timeline of this project from its start in 2017.
- ii) Sheryl cited reasons for the new building which includes over 44,000 residents, needs for more parking space, more study rooms, more library programming, and a coffee shop among many others.
- iii) Next will be the Second Preliminary Determination Meeting on June 23rd at which there will be the consideration of adopting of two resolutions.

c. Overview of New Library Project to meet the Needs, Cost & Timing.

Kevin Montgomery of krM showed the current schematics of the outside and inside of the new building. There is still some fine tuning to be done. The project budget came to a total of \$16,725,000.00

d. Financial Impact of the New Library Project.

Ryan Fetters of Bakertilly presented information on how the project is being funded and the effect on the taxpayer. Using a General Obligation bond the debt payment would go up to a maximum of .03 which is an increase of .0204. However since the schools debt is dropping, the taxpayer would end up having a reduction of the tax bill or tax credits.

e. Opening of the Public Hearing.

Nancy opened the Public Hearing at 7:30 PM. There were no comments or statements.

f. Closing of the Public Hearing.

Nancy closed the public hearing at 7:31 PM.

h. Closing Remarks.

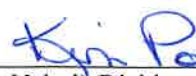
Sheryl reminded everyone that a Second Public Preliminary Determination Hearing would be held on June 23, 2021 at 7:00 PM.

3. ADJOURNMENT.

The meeting was adjourned 7:33 PM.

Respectfully submitted,


Nancy Knochel, President


~~Valerie Dickinson, Secretary~~
Kim Patton, Acting Secretary

smr

**EXCERPTS FROM MINUTES OF A SPECIAL MEETING
OF THE BOARD OF TRUSTEES
WESTFIELD WASHINGTON PUBLIC LIBRARY**

A special meeting of the Board of Trustees (the "Board") of Westfield Washington Public Library (the "Library") was held in the Community Room at Westfield Washington Public Library, 333 W. Hoover Street, Westfield, Indiana, on June 16, 2021 at the hour of 7:00 p.m. (Local Time), pursuant to notice duly given in accordance with the rules of the Board.

The meeting was called to order by the President of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Valerie Dickinson, Nancy Knochel, Amber VanDenBerg
Kim Patton and Justin Waley

Absent: Scott Willis, Patrick Downey

(Among other proceedings had and actions taken were the following:)

The President presided over the hearing, welcoming everyone and introducing members of the Board and speakers.

It was explained to the Board that pursuant to Indiana Code § 6-1.1-20-3.1, whenever a library proposes to issue bonds for the construction or renovation of a library building or buildings resulting in total costs in excess of certain thresholds, the library is required to hold two public hearings on its preliminary determination to issue such bonds. This meeting represents the first of such hearings. Notice of both public hearings was published in the Hamilton County Reporter on May 31, 2021 and in the Noblesville Times on June 2, 2021, and was sent via first-class mail to the Hamilton County Clerk and any organizations which requested such notice as provided in Indiana Code 6-1.1-20-3.1. The proofs of publication of the notice of the hearings were presented to the meeting.

It was further explained that at this hearing all interested people may give testimony and/or ask questions concerning the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"). The purpose

of the hearing is two-fold: (1) to inform the public as to the proposed Project; and (2) to allow all interested parties, taxpayers and patrons of the Library to voice their opinions as to the Project and ask any questions.

After the purpose of the hearings was explained, the presentations regarding the need for the Project were given. An evaluation of the existing facility was then presented, as well as a discussion of the details of the proposed Project. The estimated Project cost and schedule were then presented to the public. It was explained how this Project could be funded, and the potential tax rate impact the Project would have on the community.

After the above presentations, the President announced that the Board would now hear testimony and questions from the public. Questions and testimony were given by several patrons.

Motion made and seconded to adjourn the meeting. Meeting adjourned.


Secretary, Board of Trustees

ATTEST:


President, Board of Trustees

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
JULY 14, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:02 PM by President Nancy Knochel. Those in attendance were: Patrick Downey, Kim Patton, Amber Van Den Berg and Scott Willis. Absent was Valerie Dickinson. Justin Wiley came in at 7:05 after the board minutes were approved. Also present were: WWPL Director Sheryl Sollars and Attorney Eric Douthit. Also attending via Zoom was: Tammy Sanders, Public Relations.

2. APPOINTMENT OF ACTING SECRETARY.

Kim Patton was appointed acting secretary.

3. APPROVAL OF THE JUNE 9, 2021 REGULAR BOARD MEETING, AND THE SPECIAL MEETINGS OF JUNE 16, 2021 AND JUNE 23, 2021.

Nancy entertained the motion to approve the minutes of the June 9, 2021 board meeting and the special meetings of June 16 2021 and June 23, 2021. Scott so moved. Amber seconded the motion. The motion was approved unanimously.

4. PRESIDENT'S REPORT.

Nancy thanked Sheryl for the excellent public determination meetings.

5. TREASURER'S REPORT.

a. Justin read the treasurer's report. The total of all banks was \$1,366,638.61.

b. Receipts:

Receipt #131 for \$264,024.52 is the June settlement.

Receipt #132 for \$50,240.42 is the July LIT distribution.

The rest of the receipts are fees.

c. Vouchers:

Claim # 416 for \$11,899.00 to Perfection Group is the final payment for replacing the boilers.

Claim # 350 for \$165,050.00 to The Bank of New York Mellon is payment on the 2021 G.O. Bond.

Claim # 433 for \$16,842.76 to The Bank of New York Mellon is first payment on the 2020 G.O. Bond.

Claim # 417 for \$36,686.00 to krM Architecture is for the schematic design.

Claim # 422 for \$14,543.00 to The Rocchio Agency is for the building and workmen's comp insurance.

d. Nancy entertained a motion to pay the bills in the amount of \$389,412.27. Justin so moved. Amber seconded the motion. The motion was approved unanimously.

6. COMMUNICATIONS – none.

7. UNFINISHED BUSINESS.

a. WWPL New Library Project.

i) KrM Exterior and Interior Schematic Design.

Kevin has been working on the schematic design. In August he will bring the boards with the exterior design for public use.

ii) Site Due Diligence Update.

A. Report on Site Progress Meeting – 7/13/21.

Yesterday was the meeting with the seller. The legal due diligence is okay. The environmental due diligence still has a lot on the seller's plate. All approvals should be coming in the fall. Seller is only a little behind. If all goes perfectly closing would be in March.

B. Indiana Economic Development Corporation – Redevelopment Tax Credit Application – Government and Community Support for Project.

Application is being made for economic development credits which would help with the demolition of the buildings and utility replacement. There is no obligation to close until we have all the approvals needed. We are in support of the tax credit application letter as it will also help us. Scott made a motion to authorize Sheryl to sign the letter to Indiana Economic Development and give to Birch Dalton in support of the tax credit application. Kim seconded the motion. The motion was approved unanimously.

iii) Building Committee/Director Update.

- A. Report on meeting with City of Westfield Finance Committee and WWS Finance Committee. Sheryl presented the library's intentions to the City of Westfield Finance Committee with Ryan Fetters. WWS confirmed that they are interested in purchasing the current library building.
- B. June 30th Building Committee Meeting. The building committee discussed the tax credit letter. Also Sheryl will reschedule a meeting with Danielle from the Township Office.
- C. Construction Delivery Methods Discussion. There are many types of finance options for this type of development. Marc Griffith from Veridus was mentioned in conjunction with there being a go between the construction managers, the architect and the library. Sheryl will meet with Jane Herndon about this and go to the building committee with the information who will then bring it to the board.
- D. Report on City Council Member Meetings. Sheryl met Jake Gilbert and he is very supportive. The councilors at the finance committee meeting were Troy Patton, Scott Frei and Joe Edwards and their questions were answered at that committee meeting and they seemed supportive.
- E. WWS Purchase of the Current Library. WWS is working on a memorandum of understanding. Eric reminded the board that as Church, Church, Hittle + Antrim represents the schools as well as the library. An okay would be needed from both parties for them to continue to represent them both in this particular area.

iv) Public Relations Update.

- A. Testimonials. Those who were asked have given testimonials in support of the library and new building.
- B. The website is being worked on. It will explain why we need a new building, why now and how it will affect the taxpayer.

b. Director's Report.

i) Westfield Library Foundation Report.

Names of those in the 1902 Society with different levels of giving will be put on the wall across from the circulation desk. It is movable. It was suggested to sell bricks to raise money.

ii) We will get a new website when we move to the new library. There ARPA grants from the State Library for website development.

c. Building Report – nothing extenuating this month.

d. Personnel.

i) Staff changes and promotions.

Valerie Korjagin, our circulation supervisor is moving out of state. Sheryl is promoting Tammy Joyce to assistant circulation manager. Sara Reitmeyer will now be Page Supervisor. Their pay will be increased. A new library assistant will be hired. Kim Wright will complete her MLIS in August and be promoted. A Temporary IRS library assistant will be hired to cover some of Rex Jones' hours.

ii) Salary Schedule Revisions. Scott made a motion to approve the new salary schedule revisions on page 71 and 72. Justin seconded the motion. The motion was approved unanimously.


e. 2020 G.O. Bond Projects Update.

The final payment for the boiler replacement was made. Sheryl sent the 30% down payment for the Farber vehicle.

- f. **Naming Rights Policy** – tabled until next month.
 - g. **Summer Reading Program Update.**
There are 2,460 registered with 188 having completed the program. There are 710 optional activities completed and over 1 million minutes read.
 - h. **Other – none.**
8. **NEW BUSINESS.**
- a. **2021-2022 LSTA Grant.**
Amber made a motion to authorize Sheryl to sign the contracts for the LSTA Grant. Kim seconded the motion. The motion was approved unanimously.
 - b. **Indiana State Library ARPA Grants.**
Sheryl will be meeting with staff for them to suggest projects and will report at the August meeting.
 - c. **2022 Budget.**
Sheryl is meeting with Mike Reuter next week to discuss the budget. We will need to do an additional appropriation. There will be another budget committee meeting before the board meeting.
 - d. **Valerie Dickinson Library Board Reappointment.**
Valerie was reappointed by the school board for another term.
 - e. **Westfield Community Board.**
Ashley Knott is working on a board would have a list of non-profits and services that the township offers. The library would have this board possibly across from the bulletin board.
 - f. **Other -- none.**
9. **AUDIENCE TO THE PUBLIC – none.**
10. **ADJOURNMENT.**
The meeting was adjourned 8:07 PM.

Respectfully submitted,


Nancy Knochel, President


Kim Patton, Acting Secretary

smr

WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
August 11, 2021

1. CALL TO ORDER.

The meeting was called to order at 7:02 PM by President Nancy Knochel. Those in attendance were: Patrick Downey, Kim Patton, Valerie Dickinson, Justin Wiley and Scott Willis. Amber Van Der Berg came in after the vote to pay the bills. Also present were: WWPL Director Sheryl Sollars, Mike Reuter, Financial Advisor and Attorney Eric Douthit. Also attending via Zoom was: Tammy Sanders, Public Relations.

2. APPROVAL OF THE JULY 14, 2021 REGULAR BOARD MEETING.

Nancy entertained the motion to approve the minutes of the July 14, 2021 board meeting. Scott so moved. Valerie seconded the motion. The motion was approved unanimously.

3. TREASURER'S REPORT.

- a. Justin read the treasurer's report. The total of all banks was \$1,076,803.33.
- b. Receipts:
Receipt #165 for \$50,240.42 is the August LIT distribution.
The rest of the receipts are fees.
- c. Vouchers:
There were no bills out of the ordinary.
- d. Nancy asked for a motion to pay the bills in the amount of \$99,423.52. Valerie so moved. Scott seconded the motion. The motion was approved unanimously.

4. 2022 BUDGET.

- a. WWPL Fiscal Plan and Explanation of the 2022 Budget and Budget Process – Mike Reuter.
Mike explained that the budget process is different this year than previous years since we are going to the City Council for formal approval. We will still have the public hearing but that is an informal approval. The board is approving what Sheryl will take to the City Council to approve. This is because of the bond payment. This doesn't do anything to the tax rate. Next year the budget approval will go back to normal.
- b. WWPL Public Hearing on the 2022 Budget.
 - i. Nancy opened the Public Hearing meeting at 7:38 PM.
 - ii. There were no questions or comments.
 - iii. The Public Meeting was closed at 7:39 PM.
- c. WWPL 2022 Budget Adoption – September 8, 2022 regular board meeting.
The board is set to approve the budget on September 8, 2022 but the board doesn't have this authority with the DLGF, in this particular case the authority lies with the Westfield City Council.
 - i. City Council Public Hearing is October 11, 2022.
 - ii. City Council Budget Adoption is October 25, 2022.

5. PRESIDENT'S REPORT.

Nancy congratulated the board that there was no remonstrance.

6. DIRECTOR'S REPORT.

- a. Service Statistics.
We circulated 40,640 items in July. The self-check circulation was used for 7,909 items. We had 11,834 visitors. There were 244 curbside visits. 226 library cards were issued.
- b. Building Report.
There were no issues with the building this past month. Justin brought to the library some donated chairs that are very nice. Sheryl will send a thank you card

- c. Personnel.
 - i. Staff Changes.

Valerie Korjagin is back. She is now also works 20 hours a week in Technical Services. The other promotions and duties were left the same.
 - ii. Evaluations.

The managers have started the evaluation process.

7. COMMUNICATIONS.

There was a phone call from Steve Latour of the Westfield Chamber of Commerce. Erin and Sheryl will be presenting about the new library and the Foundation.

8. UNFINISHED BUSINESS.

a. WWPL New Library Project.

- i. Building Committee/Director Update.

The committee met last week and talked with Jane Herndon about different financing methods, but no decision has been made yet.

 - A. Owner's Representatives – Interviews/Construction Delivery Methods – Recommendations.

There is a question of if we want owner's representatives and if we do, who do we want. The cost would be between \$200,000.00 and \$300,000.00. Nancy made a motion that the building committee conduct interviews with owner's representatives and bring a recommendation to the board. Valerie seconded the motion. The motion was approved unanimously.
- ii. Westfield City Council Bond Approval.
 - A. August 9th City Council Meeting – Introduction of the Bond Resolution

Sheryl presented the bond for approval at the August 9th meeting of the City Council. It went well.
 - B. August 23rd City Council Meeting – Resolution for Approval of Bonds.

Bond approval will take place at the August 23rd City Council meeting.
- iii. Timeline/Site Updates.

The seller was asked to fill in 4 significant infrastructure dates. The due diligence dates expire in October. We can't do our design until they do their design. There are no additional concerns, just the ones we already had. Legal due diligence is okay except for one piece.
- iv. Public Relations Update.

The video with Sheryl is done and placed on the website. A news release about the schools being willing to purchase the current library building will be done when we hear something official.

b. 2020 GO Bond Projects Update.

The vehicle interior has been selected. It is a mix of blues and tans.

c. Naming Rights Policy.

Added will be payment can be over a 3 year period instead of one lump sum. Also that two entities/people can share in the purchase. Scott made a motion to adopt the Naming Rights Policy on pages 67 – 70 with the addition of guidelines for payments. Valerie seconded the motion. The motion was approved unanimously.

- i. Foundation Capital Campaign – none.

d. Other -- none.

9. NEW BUSINESS.

a. Valerie Dickinson Library Board Reappointment.

Valerie was reappointed to the library board.

b. ARPA Grants.

- i. Sheryl met with the manages and is applying for a grant of \$93,833.00 . Included in this is a new website, a standalone easy print/scan station for the public, two self-check stations, new conference room equipment, two outdoor wi-fi sites, money for Overdrive and Hoopla electronic resources expansion, and digital signage among other things.

- ii. Emergency Connectivity Fund – Federal Grant.
Sheryl is applying for 20 wireless hotspots and WiFi for the outreach vehicle.

10. AUDIENCE TO THE PUBLIC – none.

11. ADJOURNMENT.

The meeting was adjourned 8:21 PM.

Respectfully submitted,



Nancy Knochel, President



Valerie Dickinson, Secretary

smr

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
JUNE 23, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:00 PM by President Nancy Knochel. Those in attendance were: Kim Patton, Valerie Dickinson, Amber Van Den Berg, Scott Willis, Patrick Downey and Justin Wiley. Also present were: WWPL Director Sheryl Sollars and Attorney Eric Douthit. Present via ZOOM were Caleb Moffatt of Bakertilly, Kevin Montgomery of krM and Mike Reuter.

2. SECOND PRELIMINARY DETERMINATION HEARING ON THE NEW WESTFIELD WASHINGTON PUBLIC LIBRARY PROJECT.

a. Statement of Purpose of the Hearing.

Sheryl stated the procedures if anyone wished to talk during the Public Hearing portion of the meeting. She then cited the Indiana Code which specified that the hearing take place.

b. Need for New Library Project.

- i) Sheryl presented a short history of the library building and expansion projects. She also gave the timeline of this project from its start in 2017.
- ii) Sheryl gave a summary of the information given at the first preliminary determination meeting of the reasons for the new building.
- iii) She then gave the timeline for the rest of the project starting with going before the Westfield City Council in August-September 2021.

c. Overview of New Library Project to meet the Needs, Cost & Timing.

Kevin Montgomery of krM gave a brief summary of the project starting in 2017 with community and staff input, ending with the project budget total of \$16,725,000.00.

d. Financial Impact of the New Library Project.

Caleb Moffatt of Bakertilly presented a summary on how the project is being funded and the effect on the taxpayer. The debt payment would go up to a maximum of .03 which is an increase of .0204. However since the schools debt is dropping, the taxpayer would end up having no effect or a reduction of the tax bill or tax credits.

e. Opening of the Public Hearing.

Nancy opened the Public Hearing at 7:17 PM.

Maggie Liechty of 17030 Lakeville Crossing in Westfield expressed her excitement and happiness of the new library being developed for herself, her family and the Westfield community.

There were no other comments.

f. Closing of the Public Hearing.

Nancy closed the public hearing at 7:19 PM.

g. Library Board Consideration of the Preliminary Determination Resolution.

Scott made a motion to approve the Preliminary Determination Resolution. Valerie seconded the motion. The motion was approved unanimously.

h. Library Board Consideration of the Preliminary Bond Resolution.

Scott made a motion to approve the Preliminary Bond Resolution. Valerie seconded the motion. The motion was approved unanimously.

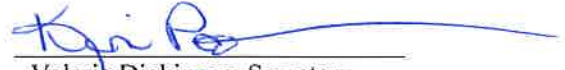
3. **ADJOURNMENT.**

The meeting was adjourned 7:21 PM.

Respectfully submitted,



Nancy Knochel, President



~~Valerie Dickinson, Secretary~~
Kim Patton Acting Secretary

smr

**EXCERPTS FROM MINUTES OF A MEETING
OF THE BOARD OF TRUSTEES
WESTFIELD WASHINGTON PUBLIC LIBRARY**

A meeting of the Board of Trustees (the "Board") of Westfield Washington Public Library (the "Library") was held at the Westfield Washington Public Library, 333 West Hoover Street, Westfield, Indiana, on June 23, 2021 at the hour of 7:00 p.m. (Local Time), pursuant to notice duly given in accordance with the rules of the Board.

The meeting was called to order by the President of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Nancy Knoeche, Valerie Dickinson, Amber Van Den Berg,
Kim Patton, Justin Wiley, Patrick Downey, Scott Willis
Absent: NONE

(Among other proceedings had and actions taken were the following:)

The President presided over the hearing, welcoming everyone and introducing members of the Board and speakers.

It was explained to the Board that pursuant to Indiana Code § 6-1.1-20-3.1, whenever a library proposes to issue bonds for the construction or renovation of a library building or buildings resulting in total costs in excess of certain thresholds, such library is required to hold two public hearings on its preliminary determination to issue such bonds. The first hearing on the preliminary determination for the Project (as defined herein) was held on June 16, 2021. Notice of both public hearings was published in the Hamilton County Reporter on May 31, 2021 and in the Noblesville Times on June 2, 2021, and was sent via first-class mail to the Hamilton County Clerk and any organizations which requested such notice as provided in Indiana Code 6-1.1-20-3.1. The proofs of publication of the notice of the hearings were presented to the meeting.

It was further explained that at this hearing all interested people may give testimony and/or ask questions concerning the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"). The purpose

of the hearings is two-fold: (1) to inform the public as to the proposed Project; and (2) to allow all interested parties, taxpayers and patrons of the Library to voice their opinions as to the Project and ask any questions.

After the purpose of the hearings was explained, the presentations regarding the need for the Project were given. An evaluation of the existing facility was then presented, as well as a discussion of the details of the proposed Project. The estimated Project cost and schedule were then presented to the public. It was explained how this Project could be funded, and the potential tax rate impact the Project would have on the community.

After the above presentations, the President announced that the Board would now hear testimony and questions from the public. Questions and testimony were given by several patrons.

Also, at the conclusion of the public testimony and question, the Board considered the Preliminary Determination Resolution to issue bonds in order to complete the Project. The resolution attached as Exhibit A was approved.

It was then explained that Ice Miller LLP, bond counsel had been consulted, relative to the procedure to be followed in connection with the proposed bond issue and the rendering of an opinion approving the legality of the bonds. The Board was then presented with a form of preliminary bond resolution approved by Ice Miller LLP, and recommended by them for adoption for the purpose of authorizing the issuance of bonds.

After due consideration of the preliminary bond resolution, on motion duly made, seconded and carried, the same was adopted and is attached hereto as Exhibit B.

Motion made and seconded to adjourn the meeting. Meeting adjourned.


Secretary, Board of Trustees

ATTEST:


President, Board of Trustees

EXHIBIT A

PRELIMINARY DETERMINATION RESOLUTION

WHEREAS, the Westfield Washington Public Library (the "Library") published a Notice of Preliminary Determination Hearings on May 31, 2021 in the Hamilton County Reporter and on June 2, 2021 in the Noblesville Times and mailed such notice to the Hamilton County Clerk and any organizations requesting such notice as provided in Indiana Code § 6-1.1-20-3.1, with respect to the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"); and

WHEREAS, the first preliminary determination hearing was held on June 16, 2021 and the second preliminary determination hearing was held on June 23, 2021 in accordance with the notice and the law of the State of Indiana (the "State"); and

WHEREAS, the Library has made the following information available to the public at the public hearings: (a) the result of the Library's current and projected annual debt service payments divided by the net assessed value of taxable property within the library district; (b) the result of (i) the sum of the Library's outstanding long term debt plus the outstanding long term debt of other taxing units that include any of the territory of the Library; divided by (ii) the net assessed value of taxable property within the library district; now, therefore,

BE IT RESOLVED that the Board of Trustees (the "Board") of the Library preliminarily determines to issue bonds for the Project.

BE IT FURTHER RESOLVED that the bonds will have a maximum maturity of 20 years, a maximum principal amount of \$16,725,000 and estimated interest rates ranging from 2.15% to 3.80% resulting in total estimated interest costs of \$5,355,958. The Library's current debt service levy is \$331,365 and the current debt service rate is \$0.0091. After the Library's bonds are issued, the debt service levy will increase by a maximum of \$1,600,000 and the debt service rate will increase by a maximum of \$0.0209.

BE IT FURTHER RESOLVED that the Secretary of the Board is hereby authorized and directed to publish the notice of adoption of this preliminary determination in accordance with State law.

BE IT FURTHER RESOLVED that if a petition pursuant to Indiana Code § 6-1.1-20-3.1 is filed, the Secretary of the Board is hereby authorized to publish a notice of the applicability of the petition and remonstrance process pursuant to State law.

Passed and adopted this 23rd day of June, 2021.



President, Board of Trustees



Secretary, Board of Trustees

Notice of Adoption of Preliminary Determination

Notice is hereby given pursuant to Indiana Code § 6-1.1-20-3.1 that the Board of Trustees (the "Board") of Westfield Washington Public Library (the "Library") did, on June 23, 2021, make a preliminary determination to issue bonds for the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"). The bonds will have a maximum maturity of 20 years, a maximum principal amount of \$16,725,000 and estimated interest rates ranging from 2.15% to 3.00% resulting in total estimated interest costs of \$5,355,958.

As required by Indiana Code § 6-1.1-20-3.1(b)(1), the following information was available to the public at the public hearings on the preliminary determination: (i) the Library's current and projected annual debt service payments divided by the net assessed value of taxable property within the library district, which is 0.03%; and (ii) the sum of the Library's outstanding long term debt plus the outstanding long term debt of other taxing units that include any other territory of the Library divided by the net assessed value of taxable property within the Library, which is 9.72%.

The Library's current debt service levy is \$331,365 and the current rate is \$0.0091. After the bonds are issued, the debt service levy will increase by a maximum of \$1,600,000 and the debt service rate will increase by a maximum of \$0.0209.

The estimated amount of the Library's debt service levy and rate that will result during the following 10 years if the Library issues the bonds, after considering any changes that will occur to the debt service levy and rate during that period on account of any outstanding bonds or lease obligations that will mature or terminate during that period:

Passed and Adopted this 23rd day of June, 2021.



President, Board of Trustees

ATTEST:



Secretary, Board of Trustees

EXHIBIT B

PRELIMINARY BOND RESOLUTION

WHEREAS, Westfield Washington Public Library (the "Issuer" or "Library") is a library organized and existing under the provisions of Indiana Code § 36-12; and

WHEREAS, the Board of Trustees (the "Board") finds that the present facilities of the Library are not adequate to provide the proper library services to its patrons; and

WHEREAS, the Board finds that there are not sufficient funds available or provided for in existing tax levies with which to pay the cost of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"), and that the Library should issue bonds in an amount not to exceed Sixteen Million Seven Hundred Twenty-Five Thousand Dollars (\$16,725,000) (the "Bonds") for the purpose of providing funds to be applied on the Project, and that Bonds in such maximum amount should now be authorized; now, therefore,

BE IT RESOLVED by the Board of the Issuer that, for the purpose of obtaining funds to be applied on the cost of the Project, there shall be issued and sold the Bonds of the Library to be designated as "General Obligation Bonds of 2021." The Bonds shall be in a principal amount not to exceed Sixteen Million Seven Hundred Twenty-Five Thousand Dollars (\$16,725,000), bearing interest at a rate or rates not exceeding four percent (4.00%) per annum (the exact rate or rates to be determined by bidding), which interest shall be payable on January 15 and July 15 in each year beginning July 15, 2022. The Bonds shall be fully registered in the denomination of Five Thousand Dollars (\$5,000) or integral multiples thereof (or other denominations as requested by the winning bidder), and shall mature serially or be subject to mandatory redemption on January 15 and July 15 beginning July 15, 2022 through no later than January 15, 2041. The Bonds shall be redeemable on the dates and in the amounts as determined by the Issuer.

BE IT FURTHER RESOLVED that prior to the sale of the Bonds at public sale, notice of such sale shall be published once each week for two (2) weeks in the *Hamilton County Reporter*, *Noblesville Times* and in the *Indianapolis Business Journal*, the first of said publications to be at least fifteen (15) days prior to the date fixed for the sale of said bonds and the last at least three (3) days prior. At the time fixed for the opening of bids, the Board or its designated committee shall meet, all bids shall be opened in the presence of the Board or such committee, and the award shall be made by the Board or such committee.

BE IT FURTHER RESOLVED by the Board of the Issuer that the matter of appropriating the proceeds of the Bonds authorized at this meeting be taken up for consideration as soon as notice of the hearing on the appropriation can be given as provided by law, and that the Secretary of the Board be and he hereby is directed to give notice of the public hearing to be held prior to the final action on such appropriation, which notice shall be published in the *Hamilton County Reporter* and in the *Noblesville Times* at least ten (10) days prior to the date set for such public hearing.

BE IT FURTHER RESOLVED that the Secretary of the Board be and hereby is directed to give notice of the determination to issue the Bonds, which notice shall be published twice, one week apart, in the *Hamilton County Reporter* and in the *Noblesville Times*; also, that the notice of determination shall be posted in three (3) public places in the library district.

<u>Year</u>	<u>Estimated Total Debt Service Levy</u>	<u>Estimated Total Debt Service Rate</u>
2021	\$331,365	\$0.0091
2022	1,113,781	0.0295
2023	1,154,636	0.0295
2024	1,196,907	0.0295
2025	1,241,284	0.0295
2026	1,287,445	0.0295
2027	1,335,916	0.0295
2028	1,386,088	0.0295
2029	1,438,189	0.0295
2030	1,492,287	0.0295
2031	1,492,287	0.0295

The purpose of the bonds is to provide for the Project.

Any owners of real property within the Library or registered voters residing within the library district who want to initiate a petition and remonstrance process against the issuance of the bonds must file a petition that complies with Indiana Code § 6-1.1-20-3.1 subdivisions (4) and (5) not later than 30 days after the first publication of this notice.

Dated June 30, 2021.

/s/ Valerie L. Dickinson, Secretary, Board of
Trustees
Westfield Washington Public Library

(Note 1: In addition to publishing, mail to the Hamilton County Clerk and any organization which has requested a notice of preliminary determination.)

(Note 2: Publish once each week, for two weeks in legally required newspapers; also post in three public places in the library district.)

AFFIDAVIT RE POSTING OF A NOTICE

STATE OF INDIANA)
) SS:
COUNTY OF HAMILTON)

The undersigned, being first duly sworn, upon his/her oath deposes and says:

That he/she did, on June 30, 2021, post in three public places in the library district known as Westfield Washington Public Library (the "Library") a copy of the Library's Notice of Adoption of Preliminary Determination (the "Notice"), which Notice is in the form attached hereto.

Deponent further says that said Notice was posted in the following places in the library district:

- 1) Westfield City Hall
- 2) Westfield Washington Township Offices
- 3) Westfield Washington Public Library

In addition the notice was also posted on the Library's website.

By: [Signature]
Name: Sheryl A. Sollars
Title: Executive Director

Subscribed and sworn to before me this 23 day of June, 2021.

My Commission Number:

675583

[Signature]

Notary Public

My commission expires:

01/16/2024

County of Residence:

HAMILTON



Notice of Adoption of Preliminary Determination

Notice is hereby given pursuant to Indiana Code § 6-1.1-20-3.1 that the Board of Trustees (the "Board") of Westfield Washington Public Library (the "Library") did, on June 23, 2021, make a preliminary determination to issue bonds for the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"). The bonds will have a maximum maturity of 20 years, a maximum principal amount of \$16,725,000 and estimated interest rates ranging from 2.15% to 3.00% resulting in total estimated interest costs of \$5,355,958.

As required by Indiana Code § 6-1.1-20-3.1(b)(1), the following information was available to the public at the public hearings on the preliminary determination: (i) the Library's current and projected annual debt service payments divided by the net assessed value of taxable property within the library district, which is 0.03%; and (ii) the sum of the Library's outstanding long term debt plus the outstanding long term debt of other taxing units that include any other territory of the Library divided by the net assessed value of taxable property within the Library, which is 9.72%.

The Library's current debt service levy is \$331,365 and the current rate is \$0.0091. After the bonds are issued, the debt service levy will increase by a maximum of \$1,600,000 and the debt service rate will increase by a maximum of \$0.0209.

The estimated amount of the Library's debt service levy and rate that will result during the following 10 years if the Library issues the bonds, after considering any changes that will occur to the debt service levy and rate during that period on account of any outstanding bonds or lease obligations that will mature or terminate during that period:

<u>Year</u>	<u>Estimated Total Debt Service Levy</u>	<u>Estimated Total Debt Service Rate</u>
2021	\$331,365	\$0.0091
2022	1,113,781	0.0295
2023	1,154,636	0.0295
2024	1,196,907	0.0295
2025	1,241,284	0.0295
2026	1,287,445	0.0295
2027	1,335,916	0.0295
2028	1,386,088	0.0295
2029	1,438,189	0.0295
2030	1,492,287	0.0295
2031	1,492,287	0.0295

The purpose of the bonds is to provide for the Project.

Any owners of real property within the Library or registered voters residing within the library district who want to initiate a petition and remonstrance process against the issuance of the bonds must file a petition that complies with Indiana Code § 6-1.1-20-3.1 subdivisions (4) and (5) not later than 30 days after the first publication of this notice.

Dated June 30, 2021.

/s/ Valerie L. Dickinson, Secretary, Board of
Trustees
Westfield Washington Public Library

(Note 1: In addition to publishing, mail to the Hamilton County Clerk and any organization which has requested a notice of preliminary determination.)

(Note 2: Publish once each week, for two weeks in legally required newspapers; also post in three public places in the library district.)

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
SEPTEMBER 8, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:00 PM by President Nancy Knochel. Those in attendance were: Patrick Downey, Kim Patton, Valerie Dickinson, Justin Wiley and Scott Willis. Amber Van Der Berg came in at 7:03 after the minutes were approved. Also present were: WWPL Director Sheryl Sollars and Attorney Eric Douthit.

2. APPROVAL OF THE AUGUST 11, 2021 REGULAR BOARD MEETING.

Scott made a motion to approve the minutes of the August 11, 2021 board meeting. Valerie seconded the motion. The motion was approved unanimously.

3. TREASURER'S REPORT.

- a. Justin read the treasurer's report. The total of all banks was \$1,044,384.71.
- b. Receipts:
Receipt #197 for \$50,240.42 is the September LIT distribution.
Receipt #214 for \$500.00 is part of the IEEE grant.
- c. Justin made a motion to pay the bills in the amount of \$121,255.67. Valerie seconded the motion. The motion was approved unanimously.

4. PRESIDENT'S REPORT.

Nancy indicated that this is Valerie's last board meeting and had her introduce Jodi Dubovich who will hopefully be appointed by the school board at their next meeting.

5. DIRECTOR'S REPORT.

- a. Manager's Reports – no questions or comments.
- b. Westfield Library Foundation Report.
A report by the Foundation was given to all board members.
- c. Service Statistics.
We circulated 35,358 items in August. The self-check circulation was used for 6,636 items (25% of circulation). We had 11,882 visitors. There were 264 curbside visits. 228 library cards were issued.
- d. Building Report.
The carpets were cleaned. Also the elevator is not working today.
- e. Personnel.
 - i. Staff Changes.
Sara Wiseman was hired as a circulation library assistant. Sheryl also had one library assistant give notice today.
 - ii. Staff Evaluations.
All job descriptions have been updated. Evaluations will be finished by the managers by the end of the month. Then Sheryl will evaluate the managers beginning in October.

6. COMMUNICATIONS – none

7. UNFINISHED BUSINESS.

a. 2022 Budget.

- i. Westfield Washington Public Library Board Budget Adoption.
Today's approval is a formality. Justin made a motion to adopt the 2022 budget as shown on pages 49-67. Amber seconded the motion. The motion was approved unanimously.
- ii. Westfield City Council Approval of WWPL Budget.
 - A. Sheryl will introduce the budget to the City Council on Monday September 13th. It is on the agenda.
 - B. WWPL Budget Public Hearing – September 27, 2021.
 - C. WWPL Budget Adoption – October 11, 2021.

- iii. Resolution to Appeal for an increase above the Maximum Levy (3 year growth appeal).
The appeal is because of the massive growth of Westfield; we need to be above 7% and we are at 10-11%. We are asking for \$50,000.00 but Mike estimated that we will get \$37,750. Nancy called for all in favor of the resolution to say aye. All board members responded favorably. The resolution passed.

b. WWPL New Library Project.

i. Building Committee/Director Update.

A. Owner's Representatives – Interviews/Construction Delivery Methods – Recommendations.

Scott presented the information concerning the three companies interviewed for Owner's Representatives: Veridus, JS Held and CTI. The committee recommends going forward with an Owner Representative and recommended that the board go with Veridus. Also, concerning the delivery method, Build Operate Transfer is the preferred method. Scott made a motion to move forward with an Owner's Representative and that Veridus be that company. Justin seconded the motion. The vote was 6 to 1 with Kim giving the opposing vote. The motion carried.

Recommended contract scenarios will be discussed in October with a contract hopefully to be signed at the November meeting.

B. Site Environmental Phase II Report/IDEM Comfort Letter.

We received the official report for Phase II. There is no inherent threat to health. However it was deemed appropriate to have an IDEM Comfort letter. Scott moved to bring in Alt & Witzig and Ice Miller to acquire a Bonafide Prospective Purchaser (BFPP) Comfort Letter from the Indiana Department of Environmental Management (IDEM) Brownfields Division, for a total not to exceed \$5,000.00. Valerie seconded the motion. The motion was approved unanimously.

C. Site Due Diligence Deadline October 1, 2021.

We have until October 1 to walk away from the property for any reason, then still walk away later if not all contingencies are met. The schedule for due diligence has not been provided. We asked for a checklist in July and do not have it yet. It was decided to push the due diligence date back 90 days. Amber made a motion to extend our due diligence due date by 90 days from October 1, 2021. Kim seconded the motion. The motion was approved unanimously. Eric will draft a letter from the board to the seller indicating concern about the project.

ii. Westfield City Council Bond Approved occurred at the August 23, 201 City Council Meeting.

iii. 2021 Rainy Day Fund Additional Appropriation.

This is to help pay architect's fees through the end of the year. The bond will cover this so we will be reimbursing the Rainy Day Fund. Scott made a motion to appropriate \$150,000.00 out of the Rainy Day Fund. Amber seconded the motion. The motion was approved unanimously.

iv. Sale of Current Library Building Update.

Sheryl talked with Brian of WWS. After the bids from our new library project is done WWS will have the building inspected. Any problems will either be fixed by us or taken off of the listed price. We will take the furniture. It is projected that they will purchase the building in the fall of 2022 and then lease it back to us for \$1.00 until we can vacate. Eric again reminded us that since his law firm represents both parties in the sell of the building that either both parties need to sign a waiver form or be represented by other law firms to handle the sell.

v. Public Relations Update.

Tammy has finished her contracted duties but is still willing to help out. She has agreed to help at the groundbreaking. Our website will have a page devoted to the new library project.

c. Other -- none.

8. NEW BUSINESS.

a. WWPL Board Member Resignation.

Valerie is moving and this will be her last meeting. Jodi Dubovich;s name was submitted to the school board and hopefully will be appointed at their next meeting. A new secretary will need to be

appointed in October.

b. Salary Schedule Revision from Salary Study.

Sheryl completed the salary study. The entry level position is in the low range. Sheryl proposes that starting in January that the entry level position be raised \$2.00 an hour and all other positions \$1.00 per hour in addition to the 3% increase. This has already been budgeted for. Scott made a motion to approve the salary increases as proposed by the director. Kim seconded the motion. The motion was approved unanimously.

c. City Connection – October 26, 2021. 7:00-9:00 am – Bridgewater.

The City Connection is hosted by the Chamber this month. Meeting times have been changed to the morning.

d. Other.

Sheryl will be on vacation starting on Tuesday.

Scott thanked the board for the flowers on his mother's passing.

9. AUDIENCE TO THE PUBLIC – none.

10. ADJOURNMENT.

The meeting was adjourned 8:24 PM.

Respectfully submitted,


Nancy Knochel, President


~~Valerie Dickinson~~, Secretary

smr

Westfield Washington Public Library

PETITION TO APPEAL FOR AN INCREASE ABOVE THE MAXIMUM LEVY

**The Board of Trustees of the Westfield Washington Public Library,
(Fiscal Body) (Taxing Unit)
Hamilton County, State of Indiana, has determined to appeal to the
(County Name)**

Department of Local Government Finance for an excess property tax levy.

Please check the appropriate excess levy appeal(s) and provide the dollar amount(s) requested.

Annexation/Consolidation/Reorganization/Extension of Services

(IC 6-1.1-18.5-13(a)(1))	\$ _____
Three-Year Growth (IC 6-1.1-18.5-13(a)(3))	\$ <u>50,000.00</u>
Emergency Levy Appeal (IC-1.1-18.5-13(a)(12))	\$ _____
Property Tax Shortfall (IC 6-1.1-18.5-16)	\$ _____
Correction of Error (IC 6-1.1-18.5-14)	\$ _____

The fiscal body of **Westfield Washington Public Library**, **Hamilton** County, hereby resolves to proceed with a petition for an excess property tax levy to the Department of Local Government Finance to increase the taxing unit's maximum levy and we represent that the taxing unit cannot carry out its governmental functions under its current maximum levy for the ensuing calendar year without the excess levy.

Adopted this 8th day of September, 2021

FOR

AGAINST

<i>Seth A. Wilk</i>	_____
<i>Wanderberg</i>	_____
<i>Frank G. Smith</i>	_____
<i>Dalyn Dickerson</i>	_____
<i>Patrick A. Dewey</i>	_____
<i>Sam M. Patton</i>	_____
<i>Nancy Knoche</i>	_____
_____	_____
_____	_____

ATTEST: _____

Library Use
Only

Westfield Washington Public Library

ADDITIONAL APPROPRIATION RESOLUTION

WHEREAS, It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now therefore:

Section 1. Be it resolved by the Westfield City Council , Hamilton County, Indiana, that for the expense of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same:

<u>FUND NAME</u>	<u>PURPOSE SPECIFIED</u>	<u>AMOUNT REQUESTED</u>	<u>AMOUNT APPROPRIATED</u>
Rainy Day Fund - Other Services and Charges		150,000	150,000
Total of all Funds		150,000	150,000

Adopted this 27th day of September, 2021.

AYE

NAY

Nancy Knochel _____
 Deborah Dickinson _____
 Thomas A. Downey _____
 Kim McPhee _____
 Scott A. Willis _____
 J. VandenBerg _____
 Justin G. Wright _____

ATTEST:

Trustee

RESOLUTION 21-126

**RESOLUTION OF THE COMMON COUNCIL OF WESTFIELD, INDIANA
APPROVING THE WESTFIELD WASHINGTON PUBLIC LIBRARY
ISSUANCE OF BONDS**

Synopsis:

Resolution approves the issuance of bonds by the Westfield Washington Public Library for the purpose of funding the cost of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment. Such bonds will be payable solely by the Library.

WHEREAS, Westfield Washington Public Library (the "Library") is a public library organized and existing under the provisions of IC 36-12; and

WHEREAS, IC 36-12-3-9 states that a public library board may, by resolution, issue bonds in order to finance the acquisition, construction, extension, alteration or improvement of structures and equipment necessary for the proper operation of a library; and

WHEREAS, the Board of Trustees (the "Board") of the Library finds that its present facilities are not adequate to provide the proper library services to present and future Library patrons utilizing its facilities; and

WHEREAS, the Board of the Library finds that there are not sufficient funds available or provided for in existing tax levies with which to pay the total cost of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"), and that the Library desires to issue its General Obligation Bonds, in a principal amount not to exceed \$16,725,000 (the "Bonds") for the purpose of providing funds to be applied to the Project; and

WHEREAS, IC 6-1.1-17-20.5 requires that before an appointed library board may issue bonds it must obtain the approval of the applicable fiscal body; and

WHEREAS, more than 50% of the parcels of real estate in the Library district are located within the city limits of the City of Westfield, Indiana (the "City") and pursuant to Indiana Code § 6-1.1-17-20.5 the Common Council is the applicable fiscal body to approve the issuance of the Library Bonds,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL, THAT:

1. The issuance of bonds by the Library to be repaid solely by the Library for the purpose of obtaining funds to be applied on the cost of the Project, in a principal amount not to exceed \$16,725,000 is hereby approved and authorized.
2. By the approval contained in this resolution, the City in no way becomes obligated to repay the bonds of the Library nor do such bonds count against the City's Constitutional debt limit.

3. The Common Council approves the appropriation by the Library of the proceeds of the Bonds in an amount not to exceed \$16,725,000 to be applied on the cost of the Project and that this appropriation is to include the incidental expenses necessary to be incurred in connection with the Project and the issuance of the Bonds on account thereof and that said appropriations shall be in addition to all appropriations provided for in the existing Library budget and shall continue in effect until the completion of the Project.

4. This Resolution shall be in full force and effect immediately upon its adoption.

August **PASSED** by the Common Council of the City of Westfield, this 23rd day of August, 2021, by a vote of 7 ayes and 0 nays.

COMMON COUNCIL OF THE CITY OF WESTFIELD, INDIANA

Michael J. H.
President
Sam J. Edwards
Vice President

ATTEST:
Cindy Gessard
Clerk-Treasurer
of the City of Westfield, Indiana

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
OCTOBER 13, 2021**

1. CALL TO ORDER.

The meeting was called to order at 5:30 PM by President Nancy Knochel. Those in attendance were: Kim Patton, Justin Wiley, Scott Willis, Amber Van Der Berg and Jodi Dubovich. Patrick Downey was absent. Also present were: WWPL Director Sheryl Sollars, Attorney Eric Douthit, Kevin Montgomery of KrM, and Veridus representatives Marc Griffith and David Rainey.

2. APPOINTMENT OF SECRETARY.

Amber Van Der Berg was appointed secretary due to the resignation of Valerie Dickinson.

3. APPROVAL OF THE SEPTEMBER 8, 2021 REGULAR BOARD MEETING.

Scott made a motion to approve the minutes of the September 8, 2021 board meeting. Justin seconded the motion. The motion was approved unanimously.

4. TREASURER'S REPORT.

a. Justin read the treasurer's report. The total of all banks was \$962,051.42.

b. Receipts:

Receipt #227 for \$50,240.42 is the October LIT distribution.

Vouchers: There were no extraordinary expenditures.

c. Amber made a motion to pay the bills in the amount of \$116,559.03. Justin seconded the motion. The motion was approved unanimously.

5. NEW LIBRARY PROJECT.

a. Building Committee/Director Update.

i. Owner's Representative.

A. Veridus – Discussion and Approval.

The contract was sent to legal, legal is good with it. Scott made a motion to approve the Veridus contract as approved by Veridus and Eric. Justin seconded the motion. Scott, Justin, Amber, Jodi and Nancy approved the motion. Kim opposed the motion. The motion carried.

ii. Construction Delivery Methods Presentation – Veridus.

David and Marc from Veridus presented the two best delivery methods for the library. Construction Manager as Constructor (CMc) and Build-Operate-Transfer (BOT). Pros and Cons were given for each delivery method. Both mitigate risk. BOT is just recently available for use in building libraries. The major difference is CMc has public bidding (which tends to make costs 10-15% higher) and BOT has private bidding. BOT has a bit more flexibility. Scott made a motion to approve BOT as the delivery method. Justin seconded the motion. The motion was approved unanimously. The board will have to approve a resolution about BOT in November.

iii. Edge Rock possible land swap.

Edge Rock suggested a possible land swap with Dan Myers concerning the corner of Park St. and Westfield Blvd. Board consensus was that Scott should pursue this.

b. The City Council approved the additional appropriation from the Rainy Day Fund on October 27, 2021.

c. Site and Design Updates.

i. IDEM Comfort Letter Update.

Ice Miller was engaged to get the letter.

ii. Site Due Diligence Update.

Eric reported that an extension of the due diligence purchase agreement was extended to 12/31/21.

iii. Washington Township Offices.

The Township is still interested in having a building adjacent and connected to the library.

- d. 2021 New Library Project Bonds.
 - i. Publication of Bond Sale Notice, Notice of the Additional Appropriation Hearing and Notice of Determination to Issue Bonds.
 - i. October 25, 2021 and November 1, 2021 will be the first and second publication of the Intent to Sell Bonds. October 25, 2021 and October 27, 2021 Notice of Determination will be published. On October 25, 2021 and October 27, 2021 notice of hearing on additional appropriation will be published.
 - ii. November 10, 2021 Board Meeting.
The additional appropriation resolution and the final bond resolution will be considered.
 - iii. Certificate of the Westfield Washington Public Library Regarding Deemed Final Official Statement and Rule 15C212.
Signatures will be required.
 - iv. November 17, 2021 Bid Committee Meeting, Sheryl, Justin Wiley (Library Board Treasurer) and Baker Tilley Representative.
- e. Westfield Library Foundation Capital Campaign Presentation – Erin Downey, Executive Director, WLF. Erin asked all board members to be members of the 1902 Society, then told them that the WLF has been tasked with raising \$1 Million and wants to do a feasibility study. She has been in contact with two consultants and would like to go with the McGovern Consulting Group. She asked the board to approve funding for hiring a capital campaign consultant. Justin made a motion to give Erin the ability to hire a capital campaign consultant at \$5,000 a month not to exceed a year in 2022. Nancy seconded the motion. The motion was approved unanimously.

6. PRESIDENT’S REPORT – none.

7. COMMUNICATIONS – none

8. UNFINISHED BUSINESS.

a. 2022 Budget.

- i. Westfield City Council Approval of WWPL Budget.
 - A. Sheryl introduced the budget to the City Council on Monday September 13th.
 - B. WWPL Budget Public Hearing occurred September 27, 2021.
 - C. WWPL Budget was adopted on October 11, 2021.

b. Director’s Report

There were no questions on the manager’s reports or the September service statistics that were included in the monthly packet.

c. Building Report.

The Leadership class from the high school washed the outside of the windows and dusted the shelves.

d. Personnel

- i. Staff Changes – two new part-time circulation assistants were hired: Lukas Wright and Allison Payne.
- ii. Staff Evaluations – will be finished next week.

e. 2020 GO Bond Update.

There was some money left over and will be used to purchase a new server and a scanner for public use. The wrap for the outreach vehicle is being determined.

f. Other -- none.

9. NEW BUSINESS.

- a. **City Connection – October 26, 2021 from 7:00AM to 9:00 AM at The Bridgewater.**

b. Other.

The PLAC report was signed.

The Kiwanis donated \$1,500.00 for the Children's/Teen area.

Hamilton County will celebrate 200 years in 2023. Sheryl is on the committee. Each township is assigned a different month. Washington Township has June 2023.

10. AUDIENCE TO THE PUBLIC – none.

11. ADJOURNMENT.

The meeting was adjourned 7:42 PM.

Respectfully submitted,


Nancy Knochel, President


Amber Van Der Berg, Secretary

smr

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
NOVEMBER 10, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:00 PM by President Nancy Knochel. Those in attendance were: Justin Wiley, Amber Van Der Berg, Patrick Downey and Jodi Dubovich. Scott Willis and Kim Patton were absent. Also present were: WWPL Director Sheryl Sollars, Attorney Eric Douthit and Marc Griffith of Veridus.

2. APPROVAL OF THE OCTOBER 13, 2021 REGULAR BOARD MEETING MINUTES.

Justin made a motion to approve the minutes of the October 13, 2021 board meeting. Amber seconded the motion. The motion was approved unanimously.

3. TREASURER'S REPORT.

a. Justin read the treasurer's report. The total of all banks was \$912,492.29.

b. Receipts:

Receipt #256 for \$50,240.42 is the November LIT distribution.

Receipt #276 for \$1,500.00 is a donation from the Kiwanis for teen programming.

c. Vouchers:

Claim #621 for \$34,696.00 is assigning KrM expense from the Operating Fund to the Rainy Day Fund.

Claim #541 for \$84,977.97 to KrM to catch up on outstanding items from July to November.

Claim #530 for \$4,179.00 to alleTek for a new server and Microsoft software from the 2020 G.O. bond.

d. Justin made a motion to pay the bills in the amount of \$236,368.70. Jodi seconded the motion. The motion was approved unanimously.

4. PRESIDENT'S REPORT—none.

5. COMMUNICATIONS –none.

6. NEW LIBRARY PROJECT.

a. WWPL New Library Project.

i. 2021 New Library Project Bonds.

A. Proofs Of Publication Presented to the Library Board.

The proofs of publication are on pages 48-66 in the library board packet. The notices were published pursuant to law.

B. Additional Appropriation Public Hearing for Bonds.

The public hearing was opened at 7:07 PM. The only response by one member of the public was "Cool". The public hearing was closed at 7:08 PM.

C. Consider the following Resolutions:

a. Additional Appropriation Resolution.

Amber made a motion to adopt the additional appropriation resolution. Justin seconded the motion. The motion was approved unanimously.

b. Final Bond Resolution.

Amber made a motion to adopt the final bond resolution as it appears on pages 68-82. Justin seconded the motion. The motion was approved unanimously.

D. November 17, 2021 Bid Committee Meeting.

The bond will be sold on November 17, 2021 at 11:00 AM. Sheryl should get a call around 11:30 to discuss the bond sell. S&P gave the bond an A rating. Sheryl will get information from Baker & Tilly with the bids that were made and the interest rates showing the buyers.

E. New Checking Account for 2021 Bond Proceeds.

It was suggested to open a new checking account for the bond proceeds to keep the money separate.

ii. Building Committee/Director's Update.

A. Veridus Update.

- a. Adoption of Indiana Code 5-23 Resolution.
Patrick made a motion to adopt Indiana Code 5-23 as presented on pages 84-85. Jodi seconded the motion. The motion was approved unanimously. .
- b. Review and Approve RFPQ.
Proposals on December 2nd, Interviews on December 6th and 7th with the building committee who will bring a recommendation to the board about the BOT on December 8th.
- c. Site and Design Updates.
There is a meeting with Birch and his team tomorrow.
- d. Staff Tours.
Sheryl and staff managers toured some other libraries for ideas.: Greenwood, West Perry and the Michigan Road Branch which just opened in 2018.
- e. Washington Township Partnership Update.
Kevin will meet with them on Friday. They will use our space for programming but have a separate entrance.

iii. Process to use Proceeds from the Sale of the Current Library for the New Library Project. Jane Herndon from Ice Miller explained. The law hasn't changed, but there is more flexibility. We are not borrowing or impacting the taxpayer so we don't have to go back to the city council, however they should be appraised of what is happening. To do this two public hearings have to be advertised and a notice placed in the newspaper. Then there is a 30 day waiting period to see if 500 people sign a petition against it. If so, it would go to a referendum. If no petition then the money could be used for things necessary for the project, (i.e. bricks and mortar, furniture, etc.) Nancy made a motion to authorize Sheryl to move forward in enabling the money from the sale of the current building to be used for the new library project. Justin seconded the motion. The motion was approved unanimously.

b. 2022 Budget.

The budget was submitted into Gateway on October 12, 2021.

c. Director's Report – no questions.

d. Building Report.

- i. The bollards in front of the electrical box were installed yesterday.
- ii. Duke Energy said that a tree on the east side of the employee parking lot needs to be removed which they will do.

e. Personnel.

- i. Director's Evaluation.
Nancy and one other board member will do the evaluation.
- ii. Staff Insurance Renewal.
 - A. Health.
The insurance renewal went up by 17%. Sheryl suggested moving from a HSA plan to a PPO plan. It is a little more expensive but better coverage. The cost is \$1,162.50 a month with the library paying \$813.75 and the employee paying \$348.75. The increase was planned for in the budget. Amber made a motion to approve Sheryl switching to the PPO plan. Justin seconded the motion. The motion was approved by Nancy, Justin, Amber and Jodi. Patrick abstained. The motion carried.
 - B. Dental and Vision.
The premiums remained the same.
- iii. Staff changes – none.

f. 2020 GO Bond Update.

The new server has been ordered. The wrap for the outreach vehicle is being worked on. Placement of a temporary type sponsor logo is being considered.

g. ARPA Grant Update.

Sheryl is still waiting for the final contract from the Indiana State Library.

h. Other -- none.

7. NEW BUSINESS.

a. Resolution

The State Board of Accounts indicated that we should establish an American Rescue Plan Act Grant Fund in order to receive the money from the Indiana State Library. Nancy made a motion to approve the resolution to establish an American Rescue Plan Act Grant Fund. Jodi seconded the motion. The motion passed unanimously.

b. Mike Reuter Contract Renewal for 2022.

Nancy made a motion to renew Mike Reuter's contract for 2022. Patrick seconded the motion. The motion passed unanimously.

c. Library Board Contact Sheet.

Board members were asked to review the sheet and let Sheryl know of any corrections or changes.

8. AUDIENCE TO THE PUBLIC.

The audience member said "Go, library, go".

9. ADJOURNMENT.

The meeting was adjourned 7:47 PM.

Respectfully submitted,


Nancy Knochel, President


Amber Van Den Berg, Secretary

smr

**EXCERPTS OF MINUTES OF A MEETING
OF THE BOARD OF TRUSTEES OF
WESTFIELD WASHINGTON PUBLIC LIBRARY**

A meeting of the Board of Trustees (the "Board") of Westfield Washington Public Library (the "Library") was held at Community Room, 600 W. L. 333 W. Hoopes St, Westfield, Indiana, on November 10, 2021, at the hour of 7:00 p.m. (Local Time), pursuant to notice duly given to all members of the Board in accordance with the rules of the Board.

The meeting was called to order by the President of the Board, and the minutes of the meeting were recorded by the Secretary of the Board.

On call of the roll the members of the Board were shown to be present or absent as follows:

Present: Patrick Downey, Justin Wiley, Nancy Knochel, Amber Van Den Berg, Jodi Dubovich

Absent: Scott Willis and Kim Patton

(Among other proceedings had and actions
taken were the following:)

The Secretary presented to the Board proofs of publication of the notice to taxpayers of the hearing to be held at this meeting on the matter of the additional appropriation proposed to be made on account of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"), which proofs of publication show that such notice was published in the Hamilton County Reporter on October 25, 2021 and in the Noblesville Times on October 27, 2021.

On motion duly made, seconded and carried, the proofs of publication and posting were ordered approved and made a part of the records of this Board.

The President of the Board then stated that the Board was now ready to hear all taxpayers desiring to be heard in respect to the matter of the additional appropriation in the amount of \$16,725,000, plus investment earnings thereon, proposed to be made on account of the Project.

After hearing all taxpayers present who desired to be heard relative to said additional appropriation, on motion duly made, seconded and carried, the resolution attached hereto as Exhibit A was adopted.

On motion duly made, seconded and carried, the Secretary or Assistant Secretary of the Board was directed to advertise the sale of the bonds heretofore authorized.

The firm of Ice Miller LLP, bond counsel of Indianapolis, Indiana, had been consulted relative to the procedure to be followed in connection with the proposed bond issue and the

rendering of an opinion approving the legality of the bonds. The Board was then presented a form of resolution for adoption for the purpose of authorizing the issuance of bonds.

After due consideration of the final bond resolution, on motion duly made, seconded and unanimously carried, the same was adopted and is attached hereto as Exhibit B.

Upon motion made and seconded the meeting adjourned.


Secretary, Board of Trustees

APPROVED:


President, Board of Trustees

EXHIBIT A

APPROPRIATION RESOLUTION

WHEREAS, Westfield Washington Public Library (the "Library") is a library organized and existing under the provisions of IC 36-12-2; and

WHEREAS, the Board of Trustees (the "Board") of the Library finds that the present facilities of the Library are not adequate to provide for the proper Library services for its patrons; and

WHEREAS, the Board has determined to issue bonds of the Library in an amount not exceeding Sixteen Million Seven Hundred Twenty-Five Thousand Dollars (\$16,725,000) for the purpose of procuring funds to be applied on the cost of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"); and

WHEREAS, the estimated cost of the Project at the present time is in the approximate amount of Sixteen Million Seven Hundred Twenty-Five Thousand Dollars (\$16,725,000), and the Board finds that no provision has been made on account thereof in the existing budget; that a need exists for the making of an additional appropriation for such purpose; now, therefore,

BE IT RESOLVED by the Board of the Library that an appropriation of the proceeds of the General Obligation Bonds of 2021 in the amount of Sixteen Million Seven Hundred Twenty-Five Thousand Dollars (\$16,725,000), plus all investment earnings thereon be and the same is hereby made to be applied on the cost of the Project, which appropriation includes the incidental expenses necessary to be incurred in connection with the Project and the issuance of bonds on account thereof; that the appropriation shall be in addition to all appropriations provided for in the existing budget, and shall continue in effect until the completion of the Project.

Passed and Adopted this 10th day of November, 2021.



President, Board of Trustees

ATTEST:



Secretary, Board of Trustees

EXHIBIT B

FINAL BOND RESOLUTION

WHEREAS, Westfield Washington Public Library (the "Issuer" or "Library") is a library organized and existing under the provisions of IC § 36-12-2; and

WHEREAS, the Board of Trustees (the "Board") previously found that the present facilities of the Library are not adequate to provide the proper library services to present and future Library patrons utilizing its facilities; and

WHEREAS, the Board adopted a preliminary bond resolution determining to issue bonds in an amount not to exceed Sixteen Million Seven Hundred Twenty-Five Thousand Dollars (\$16,725,000) (the "Bonds") for the purpose of providing funds to pay the total cost of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"); and

WHEREAS, the net assessed valuation of taxable property in the Library district, as shown in the last final and complete assessment which was made in the year 2020 for state and county taxes collectible in the year 2021 is \$3,641,376,217 and there is \$850,000 of outstanding indebtedness of the Library district for constitutional debt purposes (excluding the Bonds authorized herein); such assessment and outstanding indebtedness amounts shall be verified at the time of the payment for and delivery of the bonds; now, therefore,

BE IT RESOLVED by the Board of the Issuer that, for the purpose of obtaining funds to be applied on the cost of the Project, there shall be issued and sold the Bonds of the Library to be designated as "General Obligation Bonds of 2021" (or such other name or series designation as determined by the Library's financial advisor). The Bonds shall be in the principal amount of Sixteen Million Seven Hundred Twenty-Five Thousand Dollars (\$16,725,000), bearing interest at a rate or rates not exceeding five percent (5.00%) per annum (the exact rate or rates to be determined by bidding), which interest shall be payable on July 15, 2022, and semi-annually thereafter on January 15 and July 15 in each year. Interest on the Bonds shall be calculated according to a 360-day year containing twelve 30-day months. The Bonds shall be numbered consecutively from R-1 upwards, fully registered in the denomination of Five Thousand Dollars (\$5,000) or integral multiples thereof (or other denominations as requested by the winning bidder), and shall mature or be subject to mandatory redemption on January 15 and July 15 beginning July 15, 2022 through no later than January 15, 2041.

All or a portion of the Bonds may be issued as one or more term bonds, upon election of the successful bidder. Such term bonds shall have a stated maturity or maturities as determined by the successful bidder or by negotiation with the purchaser, but in no event later than the last serial date of the Bonds as determined in accordance with the above paragraph. The term bonds shall be subject to mandatory sinking fund redemption and final payment(s) at maturity at 100% of the principal amount thereof, plus accrued interest to the redemption date, on dates and in the amounts hereinafter determined in accordance with the above paragraph.

The original date shall be the date of delivery of the bonds. The authentication certificate shall be dated when executed by The Bank of New York Mellon Trust Company, N.A., as registrar and paying agent] (the "Paying Agent").

Interest shall be paid from the interest payment date to which interest has been paid next preceding the date of authentication unless the bond is authenticated on or before the fifteenth day immediately preceding the first interest payment date, in which case interest shall be paid from the original date, or unless the bond is authenticated after the fifteenth day immediately preceding an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date.

Interest and principal shall be payable as described in the Bonds.

The Bonds are transferable by the registered owner at the principal corporate trust office of the Paying Agent upon surrender and cancellation of a Bond and on presentation of a duly executed written instrument of transfer, and thereupon a new Bond or Bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. The Bonds may be exchanged upon surrender at the principal corporate trust office of the Paying Agent, duly endorsed by the registered owner for the same aggregate principal amount of Bonds of the same maturity in authorized denominations as the owner may request.

In the event any Bond is mutilated, lost, stolen, or destroyed, the Library may execute and the Paying Agent may authenticate a new Bond of like date, maturity, and denomination as that mutilated, lost, stolen, or destroyed, which new Bond shall be marked in a manner to distinguish it from the Bond for which it was issued, provided that, in the case of any mutilated Bond, such mutilated Bond shall first be surrendered to the Paying Agent, and in the case of any lost, stolen, or destroyed Bond there shall be first furnished to the Paying Agent evidence of such loss, theft, or destruction satisfactory to the Library and the Paying Agent, together with indemnity satisfactory to them. In the event any such Bond shall have matured, instead of issuing a duplicate Bond, the Library and the Paying Agent may, upon receiving indemnity satisfactory to them, pay the same without surrender thereof. The Library and the Paying Agent may charge the owner of such Bond with their reasonable fees and expenses in connection with delivering the new Bond. Any Bond issued pursuant to this paragraph shall be deemed an original, substitute contractual obligation of the Library, whether or not the lost, stolen, or destroyed Bond shall be found at any time, and shall be entitled to all the benefits of this resolution, equally and proportionately with any and all other Bonds issued hereunder.

The Issuer agrees that it will deposit with the Paying Agent funds in an amount equal to the principal of, premium, if any, and interest on the Bonds which shall become due in accordance with the terms of the Paying Agent Agreement (as hereinafter defined).

The form of the Registrar and Paying Agent Agreement (the "Paying Agent Agreement") presented to the Board is hereby approved and any officers of the Board of the Library are authorized and directed to execute the Paying Agent Agreement after the sale of the Bonds.

Notwithstanding any other provision of this Resolution, the Issuer will enter into the Paying Agent Agreement with the Paying Agent in which the Paying Agent agrees that upon any default or insufficiency in the payment of principal and interest as provided in the Paying Agent Agreement, the Paying Agent will immediately, without any direction, security or indemnity file a claim with the Treasurer of the State of Indiana for an amount equal to such principal and interest in default and consents to the filing of any such claim by a Bondholder in the name of the Paying Agent for deposit with the Paying Agent. Filing of the claim with the Treasurer of the State of Indiana, as described above, shall occur on the dates set forth in the Paying Agent Agreement.

If required by the successful bidder, the Issuer has hereby authorized that the Bonds may be held by a central depository system pursuant to an agreement between the Issuer and The Depository Trust Company, and have transfers of the Bonds effected by book-entry on the books of the central depository system (unless otherwise requested by the winning bidder). Upon initial issuance, the ownership of such Bonds is expected to be registered in the register kept by the Paying Agent in the name of CEDE & CO., as nominee (the "Nominee") of The Depository Trust Company ("DTC"). However, upon the successful bidder's request, the Bonds may be delivered and held by physical delivery as an alternative to DTC.

With respect to the Bonds registered in the register kept by the Paying Agent in the name of the Nominee, the Issuer and the Paying Agent shall have no responsibility or obligation to any other holders or owners (including any beneficial owner ("Beneficial Owner") of the Bonds with respect to (i) the accuracy of the records of DTC, the Nominee, or any Beneficial Owner with respect to ownership questions, (ii) the delivery to any Bondholder (including any Beneficial Owner) or any other person, other than DTC, of any notice with respect to the Bonds including any notice of redemption, or (iii) the payment to any Bondholder (including any Beneficial Owner) or any other person, other than DTC, of any amount with respect to the principal of, or premium, if any, or interest on the Bonds except as otherwise provided herein.

No person other than DTC shall receive an authenticated Bond evidencing an obligation of the Issuer to make payments of the principal of and premium, if any, and interest on the Bonds pursuant to this resolution. The Issuer and the Paying Agent may treat as and deem DTC or the Nominee to be the absolute Bondholder of each of the Bonds for the purpose of (i) payment of the principal of and premium, if any, and interest on such Bonds; (ii) giving notices of redemption and other notices permitted to be given to Bondholders with respect to such Bonds; (iii) registering transfers with respect to such Bonds; (iv) obtaining any consent or other action required or permitted to be taken of or by Bondholders; (v) voting; and (vi) for all other purposes whatsoever. The Paying Agent shall pay all principal of and premium, if any, and interest on the Bonds only to or upon the order of DTC, and all such payments shall be valid and effective fully to satisfy and discharge the Issuer's and the Paying Agent's obligations with respect to principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. Upon delivery by DTC to the Issuer of written notice to the effect that DTC has determined to substitute a new Nominee in place of the Nominee, and subject to the provisions herein with respect to consents, the words "CEDE & CO." in this resolution shall refer to such new Nominee of DTC. Notwithstanding any other provision hereof to the contrary, so long as any Bond is registered in the name of the Nominee of DTC, all payments with respect to the principal of and premium, if any, and interest on such Bonds and all notices with respect to such Bonds shall be made and given, respectively, to DTC as provided in a representation letter from the Issuer to DTC.

Upon receipt by the Issuer of written notice from DTC to the effect that DTC is unable or unwilling to discharge its responsibilities and no substitute depository willing to undertake the functions of DTC hereunder can be found which is willing and able to undertake such functions upon reasonable and customary terms, then the Bonds shall no longer be restricted to being registered in the register of the Issuer kept by the Paying Agent in the name of the Nominee, but may be registered in whatever name or names the Bondholders transferring or exchanging Bonds shall designate, in accordance with the provisions of this resolution.

If the Issuer determines that it is in the best interest of the Bondholders that they be able to obtain certificates for the fully registered Bonds, the Issuer may notify DTC and the Paying Agent, whereupon DTC will notify the Beneficial Owners of the availability through DTC of certificates for the Bonds. In such event, the Paying Agent shall prepare, authenticate, transfer and exchange certificates for the Bonds as requested by DTC and any Beneficial Owners in appropriate amounts, and whenever DTC requests the Issuer and the Paying Agent to do so, the Paying Agent and the Issuer will cooperate with DTC by taking appropriate action after reasonable notice (i) to make available one or more separate certificates evidencing the fully registered Bonds of any Beneficial Owner's DTC account or (ii) to arrange for another securities depository to maintain custody of certificates for and evidencing the Bonds.

If the Bonds shall no longer be restricted to being registered in the name of a depository trust company, the Paying Agent shall cause the Bonds to be printed in blank in such number as the Paying Agent shall determine to be necessary or customary; provided, however, that the Paying Agent shall not be required to have such Bonds printed until it shall have received from the Issuer indemnification for all costs and expenses associated with such printing.

In connection with any notice or other communication to be provided to Bondholders by the Issuer or the Paying Agent with respect to any consent or other action to be taken by Bondholders, the Issuer or the Paying Agent, as the case may be, shall establish a record date for such consent or other action and give DTC notice of such record date not less than fifteen (15) calendar days in advance of such record date to the extent possible.

So long as the Bonds are registered in the name of DTC or the Nominee or any substitute nominee, the Issuer and the Paying Agent shall be entitled to request and to rely upon a certificate or other written representation from the Beneficial Owners of the Bonds or from DTC on behalf of such Beneficial Owners stating the amount of their respective beneficial ownership interests in the Bonds and setting forth the consent, advice, direction, demand or vote of the Beneficial Owners as of a record date selected by the Registrar and DTC, to the same extent as if such consent, advice, direction, demand or vote were made by the Bondholders for purposes of this resolution and the Issuer and the Paying Agent shall for such purposes treat the Beneficial Owners as the Bondholders. Along with any such certificate or representation, the Registrar may request DTC to deliver, or cause to be delivered, to the Paying Agent a list of all Beneficial Owners of the Bonds, together with the dollar amount of each Beneficial Owner's interest in the Bonds and the current addresses of such Beneficial Owners.

The Paying Agent may at any time resign as Paying Agent by giving thirty (30) days written notice to the Issuer and to each registered owner of the Bonds then outstanding, and such resignation will take effect at the end of such thirty (30) days or upon the earlier appointment of a

successor Paying Agent by the Library. Such notice to the Issuer may be served personally or be sent by first-class or registered mail. The Paying Agent may be removed at any time as Paying Agent by the Issuer, in which event the Issuer may appoint a successor Paying Agent. The Paying Agent shall notify each registered owner of the Bonds then outstanding of the removal of the Paying Agent. Notices to registered owners of the Bonds shall be deemed to be given when mailed by first-class mail to the addresses of such registered owners as they appear on the Registration Record. Any predecessor Paying Agent shall deliver all the Bonds, cash and investments related thereto in its possession and the Registration Record to the successor Paying Agent. At all times, the same entity shall serve as registrar and paying agent.

In order to provide for the payment of the principal of and interest on the Bonds, there shall be levied in each year upon all taxable property in the Library district, real and personal, and collected a tax in an amount and in such manner sufficient to meet and pay the principal of and interest on the Bonds as they become due, and the proceeds of this tax are hereby pledged solely to the payment of the Bonds. Such tax shall be deposited into the Library's Debt Service Fund and used to pay the principal of and interest on the Bonds, when due, together with any fiscal agency charges. If the funds deposited into the Debt Service Fund are then insufficient to meet and pay the principal of and interest on the Bonds as they become due, then the Library covenants to transfer other available funds of the Library to meet and pay the principal and interest then due on the Bonds.

The Library represents and covenants that the Bonds herein authorized, when combined with other outstanding indebtedness of the Library at the time of issuance of the Bonds, will not exceed any applicable constitutional or statutory limitation on the Library's indebtedness.

The Issuer shall have the right, at its option, to redeem, according to the procedure hereinafter provided, all or any part of the Bonds, in such order of maturities as selected by the Issuer and by lot within maturities (each \$5,000 of principal shall be considered a bond for this purpose), on any date on or after January 15, 2032, at face value plus interest accrued to the date fixed for redemption (or such other date as recommend by the Library's municipal advisor).

Official notice of such redemption (the "Redemption Notice") shall be mailed by the Issuer or Paying Agent to the registered owners of all Bonds to be redeemed, not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption. Said Redemption Notice shall, with substantial accuracy:

- (a) Designate the date and place of redemption, said place to be the offices of the Paying Agent; and
- (b) Designate the Bonds to be redeemed; and
- (c) State that on the designated date fixed for redemption the Bonds shall be redeemed by the payment of the applicable redemption price hereinbefore set forth, and that from and after the date so fixed for such redemption interest on the bonds so called for redemption shall cease.

The cost and expenses of the preparation and mailing of the Notices of Redemption shall be paid by the Issuer.

When the Redemption Notice has been mailed as above provided, the Bonds designated for redemption shall, on the date specified in Redemption Notice, become due and payable at the then applicable redemption price, and on presentation and surrender of such Bonds in accordance with Redemption Notice, at the place at which the same are expressed in the Redemption Notice to be redeemable, such Bonds shall be redeemed by the Paying Agent on behalf of the Issuer by the payment of the redemption price to registered owners out of funds held by the Paying Agent for that purpose. From and after the date of redemption so designated, unless default shall be made in the redemption of the Bonds upon presentation, interest on Bonds designated for redemption shall cease. If not so paid on presentation thereof, the Bonds shall continue to bear interest at the rate therein specified. All Bonds so redeemed shall be cancelled and destroyed. Bonds so redeemed shall not be reissued, nor shall any bonds be issued in lieu thereof.

In addition to the foregoing official notice, further notice shall be given by the Issuer as set out below, but no defect in said further notice nor any failure to give all or any portion of the further notice shall in any manner defeat the effectiveness of a call for redemption if Redemption Notice thereof is given as above prescribed.

(a) Each further Redemption Notice shall contain the information required above for an official Redemption Notice plus (i) the CUSIP numbers of all Bonds being redeemed; (ii) the date of issue of the Bonds as originally issued; (iii) the rate of interest borne by each Bond being redeemed; (iv) the maturity date of each Bond being redeemed; and (v) any other descriptive information needed to identify accurately the Bonds being redeemed.

(b) Each further Redemption Notice shall be sent at least 35 days before the redemption date by registered or certified mail or overnight delivery service to all registered securities depositories then in the business of holding substantial amounts of obligations of types comprising the bonds (such depository now being DTC).

(c) Each such further notice shall be published one time in a newspaper or financial journal published in Indianapolis, Indiana, such publication to be made at least 30 days prior to the date fixed for redemption.

(d) Upon the payment of the redemption price of bonds being redeemed, each check or other transfer of funds issued for such purpose shall bear the CUSIP number identifying, by issue and maturity, the bonds being redeemed with the proceeds of such check or other transfer.

If any Bond is issued as a term bond, the Paying Agent shall credit against the mandatory sinking fund requirement for any term bonds, and corresponding mandatory redemption obligation, in the order determined by the Library, any term bonds maturing on the same date which have previously been redeemed (other than as a result of a previous mandatory redemption requirement) or delivered to the Registrar for cancellation or purchased for cancellation by the Paying Agent and not theretofore applied as a credit against any redemption obligation. Each term bond so delivered or canceled shall be credited by the Paying Agent at 100% of the principal amount thereof against the mandatory sinking fund obligation on such mandatory sinking fund date, and any excess of such amount shall be credited on future redemption obligations, and the

principal amount of the Bonds to be redeemed by operation of the mandatory sinking fund requirement shall be accordingly reduced; provided, however, the Paying Agent shall credit only such Bonds maturing as term bonds to the extent received on or before forty-five (45) days preceding the applicable mandatory redemption date as stated above.

Each Five Thousand Dollars (\$5,000) (or other denominations as requested by the successful bidder, as permitted by law) principal amount shall be considered a separate Bond for purposes of redemption. If less than an entire maturity is called for redemption, the Bonds to be called shall be selected by lot by the Paying Agent.

Notice of redemption shall be mailed to the address of the registered owner as shown on the Registration Records of the Paying Agent, as of the date which is forty-five (45) days prior to the date fixed for redemption, not less than thirty (30) days prior to such redemption date, unless notice is waived by the owner of the Bond or Bonds redeemed. The notice shall specify the date and place of redemption and sufficient identification of the Bonds called for redemption. The place of redemption may be determined by the Library. Interest on the Bonds so called for redemption shall cease and the Bonds will no longer be deemed outstanding under this resolution on the redemption date fixed in such notice if sufficient funds are available at the place of redemption to pay the redemption price, including accrued interest and redemption premium, if any, to the redemption date, on the date so named. Failure to give such notice by mailing, or any defect in such notice, with respect to any Bond shall not affect the validity of any proceedings for redemption of other Bonds.

If the Bonds are not presented for payment or redemption on the date fixed therefor, the Library may deposit in trust with the Paying Agent, an amount sufficient to pay such Bond or the redemption price, as the case may be, including accrued interest to the date of such payment or redemption, and thereafter the registered owner shall look only to the funds so deposited in trust with the Paying Agent for payment, and the Library shall have no further obligation or liability in respect thereto.

If, when the Bonds or any portion thereof shall have become due and payable in accordance with their terms, and the whole amount of the principal and the interest so due and payable upon such Bonds or any portion thereof then outstanding shall be paid, or (i) cash, or (ii) direct non-callable obligations of (including obligations issued or held in book entry form on the books of) the Department of the Treasury of the United States of America, and securities fully and unconditionally guaranteed as to the timely payment of principal and interest by the United States of America, the principal of and the interest on which when due without reinvestment will provide sufficient money, or (iii) any combination of the foregoing, shall be held irrevocably in trust for such purpose, and provision shall also be made for paying all fees and expenses for the payment, then and in that case the Bonds or such designated portion thereof shall no longer be deemed outstanding or secured by this resolution.

The Bonds shall be executed in the name of Issuer by the manual or facsimile signature of any member of the Board of the Library, and attested by the manual or facsimile signature of any member of the Board. In case any official whose signature or facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the issuance, authentication or delivery

of such Bonds, such signature or such facsimile shall, nevertheless, be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

No bond shall be valid or obligatory for any purpose, unless and until authenticated by the Paying Agent. Such authentication may be executed by an authorized representative of the Paying Agent, but it shall not be necessary that the same person authenticate all of the Bonds issued. The Issuer and the Paying Agent may deem and treat the person in whose name a bond is registered on the Bond Registration as the absolute owner thereof for all purposes, notwithstanding any notice to the contrary.

In order to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes and as an inducement to purchasers of the Bonds, the Issuer represents, covenants and agrees that:

(a) No person or entity, other than the Issuer or another governmental unit, will use proceeds of the bonds or property financed by the bond proceeds other than as a member of the general public. No person or entity, other than the Issuer or another governmental unit, will own property financed by bond proceeds or will have actual or beneficial use of such property pursuant to a lease, a management or incentive payment contract or any other type of arrangement that differentiates that person's or entity's use of such property from the use by the public at large.

(b) No bond proceeds will be loaned to any entity or person. No bond proceeds will be transferred, directly or indirectly, or deemed transferred to a nongovernmental person in any manner that would in substance constitute a loan of the bond proceeds.

(c) The Issuer will, to the extent necessary to preserve the exclusion of interest on the bonds from gross income for federal income tax purposes, rebate all required arbitrage profits on bond proceeds or other moneys treated as bond proceeds to the federal government as provided in Section 148 of the Internal Revenue Code of 1986, as amended to the date hereof (the "Code") and will set aside such moneys in a Rebate Account to be held by the Treasurer in trust for such purpose.

(d) The Issuer will file an information report form 8038-G with the Internal Revenue Service as required by Section 149 of the Code.

(e) The Issuer will not take any action nor fail to take any action with respect to the bonds that would result in the loss of exclusion from gross income for federal income tax purposes of interest on the bonds pursuant to Section 103 of the Code, as existing on the date of issuance of the bonds, nor will the Issuer act in any other manner which would adversely affect such exclusion.

The bonds shall be issued in substantially the following form, all blanks to be filled in properly prior to delivery:

Registered
No. R-1

Registered
\$ _____

UNITED STATES OF AMERICA
State of Indiana County of Hamilton

WESTFIELD WASHINGTON PUBLIC LIBRARY
GENERAL OBLIGATION BOND OF 2021

<u>Interest</u> <u>Rate</u>	<u>Maturity</u> <u>Date</u>	<u>Original</u> <u>Date</u>	<u>Authentication</u> <u>Date</u>	<u>CUSIP</u>
See <u>Exhibit A</u>	See <u>Exhibit A</u>	_____, 2021	_____, 2021	See <u>Exhibit A</u>

Registered Owner:

Principal Sum:

Westfield Washington Public Library (the "Issuer" or "Library"), a library organized and existing under the laws of the State of Indiana, in Hamilton County, Indiana, for value received, hereby acknowledges itself indebted and promises to pay to the Registered Owner (named above) or to registered assigns, the Principal Sum set forth above in installments set forth on Exhibit A on the Maturity Dates set forth on Exhibit A (unless this bond be subject to and be called for redemption prior to maturity as hereinafter provided) and to pay interest thereon at the Interest Rate per annum set forth on Exhibit A from the interest payment date to which interest has been paid next preceding the date of authentication hereof unless this bond is authenticated on or before June 30, 2022, in which case interest shall be paid from the Original Date, or unless this bond is authenticated after the fifteenth day immediately preceding an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date, which interest is payable on July 15, 2022 and each January 15 and July 15 thereafter until the principal has been paid. Interest shall be calculated on the basis of a 360-day year consisting of twelve 30-day months.

Interest on this bond is payable by check mailed one business day prior to the interest payment date to registered owners or by wire transfer of immediately available funds on the interest payment date to depositories shown as registered owners. Payment shall be made to the person or depository in whose name this bond is registered on the fifteenth day preceding such interest payment date. Principal of this bond is payable by check upon presentation at the corporate trust operations office of The Bank of New York Mellon Trust Company, N.A., in the City of Dallas, Texas, or by wire transfer of immediately available funds to depositories. If the payment date occurs on a date when financial institutions are not open for business, the wire transfer shall be made on the next succeeding

business day. The Trustee shall wire transfer payments by 1:00 p.m. (New York City time) so such payments are received at the depository by 2:30 p.m. (New York City time).

This bond is one of an issue of bonds aggregating Sixteen Million Seven Hundred Twenty-Five Thousand Dollars (\$16,725,000), of like tenor and effect, except as to numbering, authentication date, denomination, interest rate, and date of maturity, issued by Issuer pursuant to a resolution adopted by the Board of Trustees (the "Board") of the Issuer on June 23, 2021, as supplemented on November 10, 2021 (as supplemented, the "Resolution"), and in strict accordance with the governing statutes of the State of Indiana, particularly Indiana Code § 36-12-3, for the purpose of providing funds to be applied on the cost of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment. The owner of this Bond, by the acceptance thereof, agrees to all the terms and provisions contained in the Resolution and the Act.

The bonds of this issue may be redeemed prior to maturity at the option of the Issuer in whole, or in part in such order of maturity as the Issuer shall direct and by lot within maturities (each \$5,000 of principal shall be considered as a bond for this purpose), on any date on or after January 15, 2032 at face value plus in each case accrued interest to the date fixed for redemption.

The Bonds are subject to mandatory sinking fund redemption at a price equal to the principal amount thereof plus accrued interest to the date of redemption on January 15 and July 15 in accordance with the following schedules:

<u>Bonds Maturing</u>		<u>Bonds Maturing</u>	
<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
*		*	

*denotes final maturity

Notice of redemption identifying the bonds to be redeemed will be mailed to the registered owners of bonds to be redeemed.

If this bond is called for redemption, and payment is made to the Registrar and Paying Agent in accordance with the terms of the Resolution, this bond shall cease to bear interest from and after the date fixed for the redemption in the call.

This bond shall be initially issued in a Book Entry System (as defined in the Resolution). The provisions of this bond and of the Resolution are subject in all respects to the provisions of the Letter of Representations between the Issuer and DTC, or any substitute agreement, effecting such Book Entry System.

This bond is transferable in accordance with the Book Entry System or, if no such system is in effect, by the Registered Owner hereof at the corporate trust operations office of the Registrar and Paying Agent, upon surrender and cancellation of this bond and on presentation of a duly executed written instrument

of transfer and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. This bond may be exchanged upon surrender hereof at the corporate trust operations office of the Registrar and Paying Agent, duly endorsed by the Registered Owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

The Issuer and the Registrar and Paying Agent may deem and treat the person in whose name this bond is registered as the absolute owner hereof.

It is hereby certified, recited and declared that all acts, conditions and things required to be done precedent to and in the execution, issuance and delivery of this bond have been done and performed in regular and due form as provided by law; that this bond and the total issue of the bonds is within every limit of indebtedness as prescribed by the constitution and laws of the State of Indiana.

This bond shall not be valid or become obligatory for any purpose until authenticated by the Registrar and Paying Agent.

PURSUANT TO THE PROVISIONS OF THE ACT AND THE RESOLUTION, THE PRINCIPAL OF THIS BOND AND ALL OTHER BONDS OF THE BOND ISSUE AND THE INTEREST DUE THEREON ARE PAYABLE AS A LIMITED GENERAL OBLIGATION OF THE LIBRARY, FROM AD VALOREM PROPERTY TAXES TO BE LEVIED ON ALL TAXABLE PROPERTY WITHIN THE LIBRARY; HOWEVER, THE ISSUER'S COLLECTION OF THE LEVY MAY BE LIMITED BY OPERATION OF INDIANA CODE 6-1.1-20.6 WHICH PROVIDES TAXPAYERS WITH TAX CREDITS FOR PROPERTY TAXES ATTRIBUTABLE TO DIFFERENT CLASSES OF PROPERTY IN AN AMOUNT THAT EXCEEDS CERTAIN PERCENTAGES OF THE GROSS ASSESSED VALUE OF THAT PROPERTY. UPON THE FAILURE OF THE ISSUER TO MAKE DEBT SERVICE WHEN DUE AND UPON NOTICE AND CLAIM, THE INTERCEPT PROVISIONS OF INDIANA CODE 20-48-1-11 WILL APPLY.

IN WITNESS WHEREOF, Issuer has caused this bond to be executed in its name by the manual or facsimile signature of the President of its Board of Trustees and attested by the manual or facsimile signature of the Secretary of said Board.

WESTFIELD WASHINGTON PUBLIC
LIBRARY

By: Example of Signature Page
President, Board of Trustees

Attest:

Example of Signature Page
Secretary, Board of Trustees

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds referred to in the within mentioned resolution.

THE BANK OF NEW YORK MELLON
TRUST COMPANY, N.A., as Registrar and
Paying Agent

By: Example of Signature Page
Authorized Representative

[End of Bond Form]

BE IT FURTHER RESOLVED that prior to the sale of said bonds at public sale, notice of such sale shall be published once each week for two (2) weeks in the Hamilton County Reporter and in the Noblesville Times, the first of said publications to be at least fifteen (15) days prior to the date fixed for the sale of said bonds and the last at least three (3) days prior, and in the Indianapolis Business Journal. At the time fixed for the opening of bids, the Board or its designated committee shall meet, all bids shall be opened in the presence of the Board or such committee, and the award shall be made by the Board or such committee.

The notice of bond sale, when published, shall provide that each bid shall be in a sealed envelope marked "Bid for General Obligation Bonds of 2021," The notice shall provide that bidders for said bonds shall name the purchase price for the bonds, not less than 99.50% of par and the rate or rates of interest which the bonds are to bear, not exceeding five percent (5.00%) per annum; that said interest rate or rates shall be in multiples of 1/8th or 1/100th of one percent (1%); that the interest rate named for any maturity shall be equal to or greater than the immediately preceding maturity; and that the highest bidder shall be the one who offers the lowest net interest cost to the Issuer, to be determined by computing the total interest on all of the bonds to their maturities and deducting therefrom the premium bid, if any, or adding the discount bid, if any. The bond sale notice shall state that the opinion of Ice Miller LLP, bond counsel, approving the legality of the Bonds, will be furnished to the purchaser at the expense of the Library, so that the Library will receive due credit therefor in the bidding. The notice may contain such other terms and conditions as the attorney for the Issuer shall deem advisable.

The Library Director, Treasurer and a representative of Baker Tilly Municipal Advisors, LLC are appointed as a bid committee and are authorized to award the bonds to the buyer consistent with this resolution.

Subject to the terms and provisions contained in this paragraph and not otherwise, the owners of not less than sixty-six and two-thirds percent (66-2/3%) in aggregate principal amount of the Bonds then outstanding shall have the right, from time to time, anything contained in this

Resolution to the contrary notwithstanding, to consent to and approve the adoption by the Library of such resolution or resolutions supplemental hereto as shall be deemed necessary or desirable by the Library for the purpose of amending in any particular any of the terms or provisions contained in this Resolution, or in any supplemental resolution; provided, however, that nothing herein contained shall permit or be construed as permitting without the consent of all affected owners of the Bonds:

- (a) An extension of the maturity of the principal of or interest on any Bond without the consent of the holder of each Bond so affected; or
- (b) A reduction in the principal amount of any Bond or the rate of interest thereon or a change in the monetary medium in which such amounts are payable, without the consent of the holder of each Bond so affected; or
- (c) A preference or priority of any Bond over any other Bond, without the consent of the holders of all Bonds then outstanding; or
- (d) A reduction in the aggregate principal amount of the Bonds required for consent to such supplemental resolution, without the consent of the holders of all Bonds then outstanding.

If the Library shall desire to obtain any such consent, it shall cause the Registrar to mail a notice, postage prepaid, to the addresses appearing on the Registration Record. Such notice shall briefly set forth the nature of the proposed supplemental resolution and shall state that a copy thereof is on file at the office of the Registrar for inspection by all owners of the Bonds. The Registrar shall not, however, be subject to any liability to any owners of the Bonds by reason of its failure to mail such notice, and any such failure shall not affect the validity of such supplemental resolution when consented to and approved as herein provided.

Whenever at any time within one year after the date of the mailing of such notice, the Library shall receive any instrument or instruments purporting to be executed by the owners of the Bonds of not less than sixty-six and two-thirds percent (66-2/3%) in aggregate principal amount of the Bonds then outstanding, which instrument or instruments shall refer to the proposed supplemental resolution described in such notice, and shall specifically consent to and approve the adoption thereof in substantially the form of the copy thereof referred to in such notice as on file with the Registrar, thereupon, but not otherwise, the Library may adopt such supplemental resolution in substantially such form, without liability or responsibility to any owners of the Bonds, whether or not such owners shall have consented thereto.

No owner of any Bond shall have any right to object to the adoption of such supplemental resolution or to object to any of the terms and provisions contained therein or the operation thereof, or in any manner to question the propriety of the adoption thereof, or to enjoin or restrain the Library or its officers from adopting the same, or from taking any action pursuant to the provisions thereof. Upon the adoption of any supplemental resolution pursuant to the provisions of this section, this Resolution shall be, and shall be deemed, modified and amended in accordance therewith, and the respective rights, duties and obligations under this Resolution of the Library

and all owners of Bonds then outstanding shall thereafter be determined, exercised and enforced in accordance with this Resolution, subject in all respects to such modifications and amendments.

Notwithstanding anything contained in the foregoing provisions of this Resolution, the rights, duties and obligations of the Library and of the owners of the Bonds, and the terms and provisions of the Bonds and this Resolution, or any supplemental resolution, may be modified or amended in any respect with the consent of the Library and the consent of the owners of all the Bonds then outstanding.

Without notice to or consent of the owners of the Bonds, the Library may, from time to time and at any time, adopt such resolutions supplemental hereto as shall not be inconsistent with the terms and provisions hereof (which supplemental resolutions shall thereafter form a part hereof),

(a) to cure any ambiguity or formal defect or omission in this Resolution or in any supplemental resolution; or

(b) to grant to or confer upon the owners of the Bonds any additional rights, remedies, powers, authority or security that may lawfully be granted to or conferred upon the owners of the Bonds; or

(c) to procure a rating on the Bonds from a nationally recognized securities rating agency designated in such supplemental resolution, if such supplemental resolution will not adversely affect the owners of the Bonds; or

(d) to provide for the refunding or advance refunding of the Bonds; or

(e) to make any other change which, in the determination of the Board in its sole discretion, is not to the prejudice of the owners of the Bonds

If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

All resolutions, or parts thereof, in conflict with the provisions of this resolution, are, to the extent of such conflict, hereby repealed or amended.

This resolution shall be in full force and effect immediately upon its passage and signing by any officers of the Board.

BE IT FURTHER RESOLVED, that the form of the Master Continuing Disclosure Undertaking (the "Undertaking") is hereby approved and the officers are authorized and directed to execute such Undertaking and any and all documents necessary to issue and deliver the Bonds including but not limited to a bond purchase agreement or bond placement agreement.

BE IT FURTHER RESOLVED, that the officers of the Board have full authority to execute any and all documents necessary to issue the Bonds.

BE IT FURTHER RESOLVED, that the officers of the Board have full authority to execute any and all documents necessary to issue the Bonds and that the use of electronic signatures by officers of the Board or representatives of the Library are hereby authorized and affirmed with full valid legal effect and are enforceable.

Passed and Adopted this 10th day of November, 2021.



President, Board of Trustees

ATTEST:



Secretary, Board of Trustees

Westfield Washington Public Library

ADOPTING INDIANA CODE § 5-23, AUTHORIZING THE RELEASE OF A REQUEST FOR PROPOSALS/QUALIFICATIONS UNDER INDIANA CODE § 5-23, AND TAKING CERTAIN OTHER ACTIONS RELATED THERETO

WHEREAS, the Library Board (the "Board") of the Westfield Washington Public Library, Indiana ("WWPL"), has considered the provisions of Indiana Code § 5-23; and

WHEREAS, the Board now desires to adopt the provisions of Indiana Code § 5-23 by this resolution pursuant to Indiana Code § 5-23-1-1; and

WHEREAS, the Board now desires to issue a Request for Proposals/Qualifications ("RFPQ") under Indiana Code § 5-23 to explore the potential development, construction, financing, operation, and transfer of a Library Building (the "Project") as the Board deems prudent and necessary upon the conclusion of the RFPQ process; and

WHEREAS, the Board now desires to form an RFPQ Committee ("Committee") to release the RFPQ, review responses from offerors, and provide a recommendation to the Board.

NOW, THEREFORE, BE IT RESOLVED BY THE LIBRARY BOARD OF WESTFIELD, INDIANA AS FOLLOWS:

SECTION 1. Adoption of Indiana Code § 5-23. The Board hereby adopts the provisions of Indiana Code § 5-23.

SECTION 2. RFPQ Committee. The Board hereby creates an RFPQ Committee to publish appropriate public advertisements, release the RFPQ, review responses from offerors, and provide a recommendation to the Board. The Committee will exist unless and until the Board takes future action to dissolve it. The members of the Committee shall be Nancy Knochel, Justin Wiley, Scott Willis and Sheryl Sollars.

SECTION 3. Authorization of RFPQ. The Board hereby authorizes the Committee to issue a request for proposals under Indiana Code § 5-23 to explore the potential development, construction, financing, operation, and transfer of the Project.

SECTION 4. Other Actions. Any officer of the Board and member of the Committee are hereby authorized to take any and all actions and execute any documents or certificates that such officers deem necessary or desirable to effect the foregoing resolutions. Any such actions taken or documents or certificates executed and delivered are hereby ratified, confirmed and approved.

SECTION 5. No Conflict. All ordinances, resolutions, and orders or parts thereof in conflict with the provisions of this Resolution are to the extent of such conflict hereby repealed. After the issuance and execution of Agreement and so long as the Agreement remains in place, except as expressly provided herein, this Resolution shall not be repealed or amended, nor shall

Westfield Washington Public Library

the Board adopt any law, ordinance or resolution which in any way adversely affects this Resolution.

SECTION 6. Severability. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION 7. Effectiveness. This Resolution shall be in full force and effect from and after its passage.

PASSED AND ADOPTED by the Library Board of the Westfield Washington Public Library, Indiana this 10th day of November 2021, by a vote of ___ ayes and ___ nays.

AYE

NAY

Jodi Dubanich
Amber Van Den Berg
Just L. Berg
Nancy Knochel

DocuSigned by:
[Signature]
3147E95109274B1...

Signed and approved by me, the President of the Westfield Washington Public Library, Indiana, on this 10th day of November, 2021 at 7:00 p.m.

Nancy Knochel

ATTEST:

Amber Van Den Berg

Westfield Washington Public Library
Resolution To Establish an American Rescue Plan Act (ARP) Grant Fund

WHEREAS, Board of the Westfield Washington Public Library finds that an American Rescue Plan Act (ARP) grant fund needs to be established to receive money from the Indiana State Library; and

WHEREAS, the fund name as directed by State Board of Accounts must be called "ARP Grant Fund",

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Westfield Washington Public Library do hereby establish the ARP Grant Fund for the purpose(s) of receiving money from the American Rescue Plan and uses of the fund in accordance with the purpose of helping communities respond to the pandemic, as well as to address related economic and community needs through equitable approaches.

DULY ADOPTED by the Board of Trustees of the Westfield Washington Public Library at its regular meeting held on the 10th day of November, 2021, at which meeting a quorum was present.

~~NAY~~ AYE

~~NAY~~ NAY

Jodi DeKoruch
Amber Van Den Berg
Just G. Ross
Nancy Knochel
Pat D.
DocuSigned by:
3147E95109274B1...

ATTEST:
Amber Van Den Berg
Secretary

Certificate Of Completion

Envelope Id: 5852A993D68947169493C6A14B97F8C8	Status: Completed
Subject: Please DocuSign: IndianaCode5-23Resolution.pdf, ResolutiontoEstARPAFund.pdf, RegisterofClaims11...	
Source Envelope:	
Document Pages: 11	Signatures: 4
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
EnvelopeId Stamping: Enabled	Sheryl Sollars
Time Zone: (UTC-05:00) Indiana (East)	333 W Hoover ST
	nil
	Westfield, IN 46074
	ssollars@wwpl.lib.in.us
	IP Address: 64.184.28.69

Record Tracking

Status: Original	Holder: Sheryl Sollars	Location: DocuSign
11/11/2021 9:55:43 AM	ssollars@wwpl.lib.in.us	

Signer Events

Patrick Downey
 padowney3@gmail.com
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 3147E96109274B1
 Signature Adoption: Drawn on Device
 Using IP Address: 174.248.230.215
 Signed using mobile

Timestamp

Sent: 11/11/2021 10:03:50 AM
 Viewed: 11/11/2021 1:03:06 PM
 Signed: 11/11/2021 1:04:53 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Nancy Knochel
 nancyknochel@yahoo.com
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 SCE061A50EF748A
 Signature Adoption: Pre-selected Style
 Using IP Address: 208.38.246.38

Sent: 11/11/2021 1:04:55 PM
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 Signed: 11/11/2021 4:03:02 PM

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/11/2021 10:03:51 AM
Certified Delivered	Security Checked	11/11/2021 4:02:18 PM

Envelope Summary Events**Status****Timestamps**

Signing Complete

Security Checked

11/11/2021 4:03:02 PM

Completed

Security Checked

11/11/2021 4:03:02 PM

Payment Events**Status****Timestamps**

**EXCERPTS OF MINUTES OF A MEETING
OF THE BID COMMITTEE OF
WESTFIELD WASHINGTON PUBLIC LIBRARY**

A meeting of the Bid Committee (the "Committee") of Westfield Washington Public Library (the "Library") was held at Westfield Washington Public Library (via zoom), 333 W Hoover ST, Westfield, Indiana, on November 17, 2021, at the hour of 11:30 am. (Local Time), pursuant to notice duly given to all members of the Committee in accordance with the rules of the Committee.

The meeting was called to order, and the minutes of the meeting were recorded.

On call of the roll, the members of the Committee were shown to be present or absent as follows:

Present: Sheryl Sollars, Caleb Moffit, Ryan Fetters, Jake Shewey, and Justin Wiley

Absent:

(Among other proceedings had and actions
taken were the following:)

Proofs of publication of the notice of sale of the General Obligation Bonds of 2021 (the "Bonds") showing due publication of the notice in the Hamilton County Reporter, the Noblesville Times and the Indianapolis Business Journal were presented to the Committee. On motion duly made, seconded and unanimously carried, the proofs of publication were approved and ordered made a part of the records of the Library.

The Director stated that all requirements of the statutes leading up to the sale of the Bonds had now been complied with, and suggested that the Committee now proceed with consideration of the bids. The Committee read all bids filed.

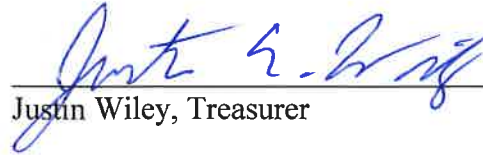
After considering the bids, the Committee determined that the bid of The Baker Group (the "Purchaser") was the lowest responsive, responsible bid received for the Bonds, and on motion duly made, seconded and unanimously carried, the bid was accepted. The Committee determined to deliver the good faith deposit to the Treasurer of the Library (the "Treasurer"), and the Treasurer was directed to retain the good faith deposit of the Purchaser until the delivery of the Bonds, and to immediately return to the unsuccessful bidders their good faith deposits.

On motion duly made, seconded and unanimously carried, the Committee determined to complete the bond transcript and submit the same to Ice Miller LLP in order to secure a final opinion on the Bonds; also, to have the printed bond forms prepared; also, the Treasurer was directed to deliver, or cause to be delivered, the Bonds to the Purchaser as soon as possible upon payment of the purchase price.

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting thereupon adjourned.



Sheryl Sollars, Director



Justin Wiley, Treasurer

AFFIDAVIT: POSTING OF A NOTICE

STATE OF INDIANA)
) SS:
COUNTY OF HAMILTON)

___ Sheryl A. Sollars, being first duly sworn, upon his/her oath deposes and says:

That he/she did, on October 25, 2021, post in three public places in the library district known as Westfield Washington Public Library (the "Library") a copy of the notice advising taxpayers of the Library district of the Library's notice of determination to issue bonds, which notice is in the form attached hereto.

Affiant further says that said notice was posted in the following places in the Library district:

1. Westfield City Hall
2. Washington Township Office
3. Westfield Washington Public Library

In addition the notice was also posted on the Library's website.

By: Sheryl A. Sollars
Name: Sheryl A. Sollars
Title: Executive Director

Subscribed and sworn to before me this 25th day of October, 2021.

My Commission Number:

675583

[Signature]

Notary Public

My commission expires:

01/16/2024

County of Residence:

Hamilton



NOTICE OF DETERMINATION

Pursuant to Indiana Code § 6-1.1-20-5, notice is hereby given that the Board of Trustees of the Westfield Washington Public Library has preliminarily determined to issue bonds in one or more series in the aggregate amount of \$16,725,000 to fund the following proposed construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment.

Dated: October 25, 2021

/s/ Amber VanDenBerg, Secretary
Westfield Washington Public Library

(Note: Publish once each week, for two weeks in newspapers; also post in three public places in the library district).

**NOTICE TO TAXPAYERS
OF ADDITIONAL APPROPRIATION**

Notice is hereby given to the taxpayers of the library district known as Westfield Washington Public Library (the "Library") that the Board of Library Trustees (the "Board") of the Library will meet in the Community Room at 333 W Hoover ST, Westfield, Indiana, at the hour of 7:00 p.m. (Local Time) on November 10, 2021, to consider the following additional appropriation of the bonds which the Board has determined to issue. The Board considers such additional appropriation necessary to meet the need existing at this time:

An appropriation in the amount of \$16,725,000, plus investment earnings thereon, on account of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment, including the incidental expenses necessary to be incurred in connection with the project and the issuance of bonds on account thereof. The funds to meet such additional appropriation are to be provided by the issuance and sale of bonds by the Library.

The foregoing appropriation is in addition to all appropriations provided for in the existing budget and tax levy, and a need for such appropriation exists by reason of the inadequacy of the present building to provide necessary Library facilities in the Library district.

Taxpayers of the Library district appearing at said meeting shall have the right to be heard in respect to said additional appropriation.

Dated this 25th day of October, 2021.

/s/ Amber VanDenBerg, Secretary, Board of
Library Trustees
Westfield Washington Public Library

(Note: The Library should mail the proofs of publication of this notice to the DLGF for information only, not approval.)

ATTACH COPY OF ADVERTISEMENT HERE

Westfield Washington Public Library
(Governmental Unit)
Hamilton County, Indiana

To Hamilton County Reporter Newspaper
PO Box 190
Westfield, IN 46074

PUBLISHER'S CLAIM

LINE COUNT

Display Master (Must not exceed two actual lines, neither of which shall total more than four solid lines of the type in which the body of the advertisement is set) - number of equivalent lines
Head - number of lines
Body - number of lines
Tail - number of lines
Total number of lines in notice

COMPUTATION OF CHARGES

24 lines, 2 columns wide equals 48 equivalent lines at 0.4667 cents per line \$22.40
Additional charges for notices containing rule or tabular work (50 per cent of above amount) \$0.00
Charge for extra proofs of publication (\$1.00 for each proof in excess of two)
TOTAL AMOUNT OF CLAIM \$22.40

DATA FOR COMPUTING COST

Width of single column in picas 9.375 Size of type 7 point.
Number of insertions 1

Pursuant to the provisions and penalties of IC 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

I also certify that the printed matter attached hereto is a true copy, of the same column width and type size, which was duly published in said paper 1 times. The dates of publication being as follows:

10/25/2021

Additionally, the statement checked below is true and correct:

- Newspaper does not have a Web site.
- Newspaper has a Web site and this public notice was posted on the same day as it was published in the newspaper.
- Newspaper has a Web site, but due to technical problem or error, public notice was posted on
- Newspaper has a Web site but refuses to post the public notice.

Date Monday, October 25, 2021


Title Public Notice Advertising

Library Board Minutes
Executive Session
December 8, 2021

Executive session began at 7:03.

1. Director Evaluation Review:

- The board discussed the director evaluation
- Jodi made a motion to approve the 2021 director appraisal and 2022 goals. Amber seconded the motion.
- Nancy made a motion to approve a roll over of vacation time for Sheryl and a \$1,000 bonus. Justin seconded the motion.

2. Committees:

- Nancy described each of the committee options:
 - Liaison to Library Foundation Board
 - Building
 - Personnel
 - Budget
 - Policy
- She encouraged each of the board members to consider which committees would be most suited for our strengths or we are most interested in joining. We will make a decision during the January meeting about who will be on which committee.

Executive session concluded at 7:13.

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
DECEMBER 8, 2021**

1. CALL TO ORDER.

The meeting was called to order at 7:15 PM by President Nancy Knochel. Those in attendance were: Justin Wiley, Amber Van Der Berg, Patrick Downey, Jodi Dubovich and Kim Patton. Scott Willis attended via Zoom. Also present were: WWPL Director Sheryl Sollars, Attorney Eric Douthit (Zoom) and Marc Griffith of Veridus.

2. APPROVAL OF THE NOVEMBER 19, 2021 REGULAR BOARD MEETING MINUTES.

Amber made a motion to approve the minutes of the November 10, 2021 board meeting. Kim seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

3. TREASURER'S REPORT.

a. Justin read the treasurer's report. The total of all banks was \$1,084,653.13.

b. Receipts:

Receipt #291 for \$50,240.42 is the December LIT distribution.

Receipt #302 for \$167,250.00 is the good faith deposit for the 2021 GO Bond.

c. Vouchers – nothing out of the ordinary.

d. Justin made a motion to pay the bills in the amount of \$72,124.04. Jodi seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

4. PRESIDENT'S REPORT—included in information later

5. COMMUNICATIONS –none.

6. UNFINISHED BUSINESS.

a. Public Hearing on Supplemental Process for Use of Proceeds from the Sale of the Current Library Building on the New Library Project.

i. Explanation of the Process

Nancy and Sheryl explained the process and reason.

ii. Opening of the Public Hearing.

The Public Hearing opened at 7:21.

iii. Receiving Comments and Discussion from the Public.

There were no comments or discussion from anyone present or on Zoom.

iv. Closing the Public Meeting.

The Public Meeting closed at 7:23.

v. Adopt the Preliminary Determination Resolution.

Amber made a motion to adopt the preliminary determination resolution. Justin seconded the motion.

The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

b. WWPL New Library Project.

i. 2021 New Library Project Bonds.

A. Update on Bond Sale.

The Bonds were sold on November 17th to The Baker Group. The net interest cost was 1.869%. It was determined that we need a Bond Redemption and Interest Fund. Justin made a motion to approve the Bond Redemption and Interest Fund. Scott seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

ii. Building Committee/Director's Update.

A. Veridus Update.

a. Update of the RFD process and review of interviews.

The RFD for BOT was submitted and the library received proposals December 2nd. They were reviewed December 3rd and interviews took place December 6th and 7th with two companies; both interviewed well. The committee went through a scoring process to determine a recommendation to bring to the board.

- b. **Recommendation from the Committee for BOT Developer/Contractor and Approval.**
Meyer-Najem was recommended by the committee for the BOT Developer/Contractor. The committee members each chose Meyer-Najem independent of each other. The board approved by consensus. We will enter into a scoping period with Mayer Najem to reach a Guaranteed Maximum Price. (GMP)
- c. **Site and Design Updates.**
 - Legal due diligence is satisfactory, however the engineering due diligence is not completed so an extension would be in the best interest of the library. Nancy made a motion to extend due diligence for 60 days. Scott seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.
 - Birch and Dan Meyer agreed to a land swap which will benefit the library. The library will shift closer to the street and there will be another road to allow access to the library.
 - The cost to relocate the library to the new facility is being determined. Down time is dependent on whether we use new shelving or not. It can be in a range of 2-5 weeks.

c. Director's Report – no questions.

d. Building Report – no issues. Everything is status quo.

e. Personnel.

i. Director's Evaluation.

The board met in an executive session and approved the director's evaluation. Nancy made a motion to approve a bonus of \$1,000.00 to Sheryl for her work and to allow her to carry over any 2021 vacation into 2022. Justin seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott. Sheryl thanked the board for all their work and volunteer hours.

ii. 2022 Salary Schedule.

Amber made a motion to approve the 2022 salary schedule as it appears on p. 76-77. Jodi seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

iii. 2022 Staff Pay Rates.

Jodi made a motion to approve the 2022 staff pay rates on p. 78. Amber seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

iv. Staff changes – none.

f. 2020 GO Bond Update.

The wrap for the outreach vehicle has been decided upon and the vehicle should arrive a few weeks after the wrap is okayed. A CDL is not required to drive it, just a regular driver's license.

g. AARPA Grant Update.

We received the final contract from the state library. The new website should be ready by May 2022.

h. Approval of the 2022-2024 Strategic Plan.

The strategic plan was revised. A new one will need to be done in 2024 for the new library. Amber made a motion to approve the 2022-2024 strategic plan on pages 81-88. Justin seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

i. Other -- none.

7. NEW BUSINESS.

a. Operating Fund Appropriation Resolution.

This balances the appropriation lines through the end of the year. Amber made a motion to approve the Operating Fund Appropriation Resolution. Justin seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

b. Resolution to Encumber 2021 Operating Funds.

This is because the first payroll in January covers work done in December. Jodi made a motion to approve the Resolution to Encumber 2021 Operating Funds. Amber seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

c. Resolution to Transfer Funds Back to the Rainy Day Fund 201 from Debt Service Fund 300.

Amber made a motion to approve the resolution to transfer funds back to the Rainy Day Fund 201 from the Debt Service Fund 300 as indicated on page 75. Justin seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

d. 2022 Election of Officers.

Patrick made a motion to accept the current slate of officers that served in 2021 to serve in 2022. Jodi seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

e. 2022 Committee Appointments,

Sheryl is giving board members a month to think about what committees they would like to serve on. The committees are: Building, Budget, Policy and Personnel.

f. 2022 Library Calendar.

Kim made a motion to approve the 2022 library calendar. Justin seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

g. 2022 Payroll Dates.

Scott made a motion to accept the 2022 payroll dates Kim and Jodi simultaneously seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.

h. Other.

Scott remarked that the Foundation Director is doing a lot of the communication for the library as well as the foundation. It appears the library needs a public relations person and Sheryl thinks it would be better outside of the staff. Sheryl is to bring back to the board a recommendation as to what direction in the future the board should take in that regard.

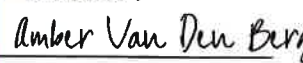
8. AUDIENCE TO THE PUBLIC – none.

9. ADJOURNMENT.

The meeting was adjourned 8:15 PM.

Respectfully submitted,


Nancy Knochel, President

DocuSigned by:

Amber Van Den Berg, Secretary

- c. **Resolution to Transfer Funds Back to the Rainy Day Fund 201 from Debt Service Fund 300.**
Amber made a motion to approve the resolution to transfer funds back to the Rainy Day Fund 201 from the Debt Service Fund 300 as indicated on page 75. Justin seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.
- d. **2022 Election of Officers.**
Patrick made a motion to accept the current slate of officers that served in 2021 to serve in 2022. Jodi seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.
- e. **2022 Committee Appointments,**
Sheryl is giving board members a month to think about what committees they would like to serve on. The committees are: Building, Budget, Policy and Personnel.
- f. **2022 Library Calendar.**
Kim made a motion to approve the 2022 library calendar. Justin seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.
- g. **2022 Payroll Dates.**
Scott made a motion to accept the 2022 payroll dates Kim and Jodi simultaneously seconded the motion. The motion was approved unanimously by Nancy, Justin, Amber, Patrick, Jodi, Kim and Scott.
- h. **Other.**
Scott remarked that the Foundation Director is doing a lot of the communication for the library as well as the foundation. It appears the library needs a public relations person and Sheryl thinks it would be better outside of the staff. Sheryl is to bring back to the board a recommendation as to what direction in the future the board should take in that regard.

8. AUDIENCE TO THE PUBLIC – none.

9. ADJOURNMENT.

The meeting was adjourned 8:15 PM.

Respectfully submitted,


Nancy Knochel, President

Amber Van DenBerg, Secretary

smr

**EXCERPTS FROM MINUTES OF A MEETING
OF THE BOARD OF TRUSTEES
WESTFIELD WASHINGTON PUBLIC LIBRARY**

A meeting of the Board of Trustees (the "Board") of Westfield Washington Public Library (the "Library") was held at 333 W Hoover ST, Westfield, Indiana, on December 6, 2021 at the hour of 7:00 p.m. (Local Time), pursuant to notice duly given in accordance with the rules of the Board.

The meeting was called to order by the President of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Nancy Knochel, Justin Wiley, Scott Willis, Amber Van Den Berg,
Jodi Dubouch, Kim Patton (Vpa Zoom)

Absent: Patrick Downey

(Among other proceedings had and actions taken were the following:)

The President presided over the hearing, welcoming everyone and introducing members of the Board and speakers.

It was explained to the board that under Indiana Code § 6-1.1-20-3.5 whenever a library proposes to issue bonds for the construction or renovation of a library building resulting in total costs in excess of certain thresholds, the library is required to hold two public hearings on its preliminary determination to issue such bonds.

This meeting represents the first of such hearings. Notice of both hearings was published in the Hamilton County Reporter on November 22, 2021 and in the Noblesville Times on November 24, 2021, and was mailed to the Hamilton County Clerk and any organizations previously requesting such notice as provided in Indiana Code § 6-1.1-20-3.5. The proofs of publication of the notice of the hearings were presented to the meeting.

The Board previously held such hearings and adopted its preliminary determination to finance the Project, as described herein, on June 23, 2021 and obtained the approval of the Westfield Common Council of a bond issue in the maximum amount of \$16,725,000. The Library

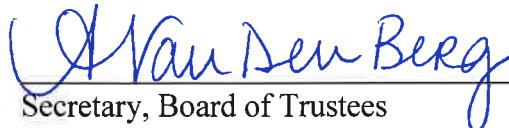
is not increasing the amount of the borrowing or changing the impact to the taxpayers, however it would like to use the proceeds from the sale of the existing Library building and other funds toward to the Project and is therefore holding additional public hearings to allow that flexibility and to provide transparency to the community.

It was further explained that at this hearing all interested people may give testimony and/or ask questions concerning the additional total cost of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"). The purpose of the hearing is two-fold: (1) to inform the public as to the proposed Project and cost; and (2) to allow all interested parties, taxpayers and patrons of the Library to voice their opinions as to the Project and cost and ask any questions.

After the purpose of the hearings was explained, the presentations regarding the need for the Project were given. An evaluation of the existing facility was then presented, as well as a discussion of the details of the proposed Project. The estimated Project cost and schedule were then presented to the public. It was explained how this Project could be funded, and the potential tax rate impact the Project would have on the community.

After the above presentations, the President announced that the Board would now hear testimony and questions from the public. Questions and testimony were given by several patrons.

Motion made and seconded to adjourn the meeting. Meeting adjourned.


Secretary, Board of Trustees

ATTEST:


President, Board of Trustees

**EXCERPTS FROM MINUTES OF A MEETING
OF THE BOARD OF TRUSTEES
WESTFIELD WASHINGTON PUBLIC LIBRARY**

A meeting of the Board of Trustees (the "Board") of Westfield Washington Public Library (the "Library") was held at 333 W. Hoover ST, Westfield, Indiana, on December 8, 2021 at the hour of 7:00 p.m. (Local Time), pursuant to notice duly given in accordance with the rules of the Board.

The meeting was called to order by the President of the Board.

On call of the roll, the members of the Board were shown to be present or absent as follows:

Present: Nancy Knochel, Justin Wiley, Amber Van Den Berg, Jodi Dubouch, Patrick Downey, Kim Patton and Scott Willis (via zoom)
Absent:

(Among other proceedings had and actions taken were the following:)

The President presided over the hearing, welcoming everyone and introducing members of the Board and speakers.

It was explained to the Board that pursuant to Indiana Code § 6-1.1-20-3.5, whenever a library proposes to issue bonds for the construction or renovation of a library building resulting in total costs in excess of certain thresholds, the library is required to hold two public hearings on its preliminary determination to issue such bonds. The Board previously held such hearings and adopted its preliminary determination to finance the Project, as described herein, on June 23, 2021 and obtained the approval of the Westfield Common Council of a bond issue in the maximum amount of \$16,725,000. The Library is not increasing the amount of the borrowing or changing the impact to the taxpayers, however it would like to use the proceeds from the sale of the existing Library building and other funds toward to the Project and is therefore holding additional public hearings to allow that flexibility and to provide transparency to the community. The first hearing on the preliminary determination for the Project (as defined herein) was held on December 6, 2021. Notice of both public hearings was published in the Hamilton County Reporter on November 22,

2021 and in the Noblesville Times on November 24, 2021, and was mailed to the Hamilton County Clerk and any organizations previously requesting such notice as provided in Indiana Code § 6-1.1-20-3.5. The proofs of publication of the notice of the hearings were presented to the meeting.


It was further explained that at this hearing all interested people may give testimony and/or ask questions concerning the additional total cost of the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"). The purpose of the hearings is two-fold: (1) to inform the public as to the proposed Project and cost; and (2) to allow all interested parties, taxpayers and patrons of the Library to voice their opinions as to the Project and cost and ask any questions.

After the purpose of the hearings was explained, the presentations regarding the need for the Project were given. An evaluation of the existing facility was then presented, as well as a discussion of the details of the proposed Project. The estimated Project cost and schedule were then presented to the public. It was explained how this Project could be funded, and the potential tax rate impact the Project would have on the community.

After the above presentations, the President announced that the Board would now hear testimony and questions from the public. Questions and testimony were given by several patrons.

Also, at the conclusion of the public testimony and question, the Board considered the Preliminary Determination Resolution to issue bonds in order to complete the Project with the bonds and the funds collected from the sale of the existing building. The resolution attached as Exhibit A was approved.

Motion made and seconded to adjourn the meeting. Meeting adjourned.


Secretary, Board of Trustees

ATTEST:


President, Board of Trustees

EXHIBIT A

PRELIMINARY DETERMINATION RESOLUTION

WHEREAS, the Westfield Washington Public Library (the "Library") published a Notice of Preliminary Determination Hearings in the Hamilton County Reporter on November 22, 2021 and in the Noblesville Times on November 24, 2021 and mailed such notice to the Hamilton County Clerk and any organizations requesting such notice as provided in Indiana Code § 6-1.1-20-3.5, with respect to the construction of a new Westfield Washington Public Library, including the purchase of real estate and the purchase of equipment (the "Project"); and

WHEREAS, the Board of Trustees (the "Board") of the Library previously adopted its preliminary determination to finance the Project on June 23, 2021 and obtained the approval of the Westfield Common Council of a bond issue in the maximum amount of \$16,725,000.

WHEREAS, the Library is not increasing the amount of the borrowing or changing the impact to the taxpayers, however it would like to use the proceeds from the sale of the existing Library building and other funds toward to the Project and is therefore holding additional public hearings to allow that flexibility and to provide transparency to the community

WHEREAS, the first preliminary determination hearing was held on December 6, 2021 and the second preliminary determination hearing was held on December 8, 2021 in accordance with the notice and the law of the State of Indiana (the "State"); and

WHEREAS, the Library has made the following information available to the public at the public hearings: (a) the result of the Library's current and projected annual debt service payments divided by the net assessed value of taxable property within the library district; (b) the result of (i) the sum of the Library's outstanding long term debt plus the outstanding long term debt of other taxing units that include any of the territory of the Library; divided by (ii) the net assessed value of taxable property within the library district; now, therefore,

BE IT RESOLVED that the Board preliminarily determines to fund the Project by the issuance bonds and the use of Library funds including the sale proceedings of the existing building.

BE IT FURTHER RESOLVED that the Library confirms and ratifies that the bonds have a maximum maturity of 20 years, a maximum principal amount of \$16,725,000 and estimated interest rates ranging from 2.15% to 3.80% resulting in total estimated interest costs of \$5,355,958. The Library's current debt service levy is \$331,365 and the current debt service rate is \$0.0091. After the Library's bonds are issued, the debt service levy will increase by a maximum of \$1,600,000 and the debt service rate will increase by a maximum of \$0.0209.

The maximum annual debt service for the Project for any year in which the Bonds are outstanding is \$1,600,000. The estimated amount of the Library's debt service levy and rate that will result during the following ten years if the Library enters into the lease and issues the bonds, after considering any changes that will occur to the debt service levy and rate during that period on account of any outstanding bonds or lease obligation that will mature or terminate during that period is as follows:

<u>Year</u>	<u>Estimated Total Debt Service Levy</u>	<u>Estimated Total Debt Service Rate</u>
2021	\$331,365	\$0.0091
2022	1,113,781	0.0295
2023	1,154,636	0.0295
2024	1,196,907	0.0295
2025	1,241,284	0.0295
2026	1,287,445	0.0295
2027	1,335,916	0.0295
2028	1,386,088	0.0295
2029	1,438,189	0.0295
2030	1,492,287	0.0295
2031	1,492,287	0.0295

The purpose of the bonds is to provide for the Project. The total cost of the Project is expected to exceed \$16,725,000.

BE IT FURTHER RESOLVED that the Secretary of the Board is hereby authorized and directed to publish the notice of adoption of this preliminary determination in accordance with State law.

BE IT FURTHER RESOLVED that by the adoption of this resolution, the Library does not change the original authorization of the issuance of the bonds nor lose its authorizing approval of such borrowing for the Project.

BE IT FURTHER RESOLVED that if a valid petition pursuant to Indiana Code § 6-1.1-20-3.5 is received by the Library, the Secretary of the Board of Trustees is hereby authorized to submit the notice pursuant to Indiana Code § 6-1.1-20-3.5(b)(2) and any other required information to the Hamilton County Clerk.

Passed and adopted this 8th day of December, 2021.



President, Board of Trustees



Secretary, Board of Trustees

Westfield Washington Public Library

LIBRARY APPROPRIATION RESOLUTION

WHEREAS, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the various functions of the Westfield Washington Public Library: Now, Therefore:

Sec. 1. Be it resolved by the Library Board of the Westfield Washington Public Library, Westfield, Hamilton County, Indiana, that for the expenses of the Westfield Washington Public Library, the following additional sums of money are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same:

LIBRARY OPERATING FUND	AMOUNT APPROPRIATED
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PERSONAL SERVICES	
1.14 Youth Services	\$ 2,300.00
SUPPLIES	
2.3 Children's Programming	\$ 20.00
OTHER SERVICES AND CHARGES	
3.11 Electronic Resources	\$ 1,400.00
3.16 Subscription Databases	\$ 225.00
3.22 Postage/UPS Telephone + Internet	\$ 450.00
3.3 Printing & Advertising AS	\$ 700.00
3.52 Electricity 12/9/21	\$ 5,500.00
3.6 Repairs & Maintenance	\$ 3,300.00
3.62 Bank and Credit Card Fees	\$ 25.00
3.91 Dues	\$ 200.00

TOTAL	\$14,120.00
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Sec. 2. Whereas, it has been shown that certain existing appropriations now have unobligated balances which will not be needed for the purposes for which appropriated, it is further resolved that the appropriations be reduced in the following amounts:

LIBRARY OPERATING FUND	AMOUNT REDUCED
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PERSONAL SERVICES	
1.13 Adult/Tech Services	\$ 2,000.00
1.15 Library Assistants	\$ 500.00
1.24 Group Insurance	\$ 3,000.00
SUPPLIES	
2.1 Office Supplies	\$ 4,500.00
2.4 Operating Supplies	\$ 2,000.00
OTHER SERVICES AND CHARGES	
3.17 Other Software	\$ 1,000.00
3.22 Postage and UPS	\$ 100.00
3.23 Traveling Expense	\$ 1,020.00
TOTAL	\$14,120.00

Westfield Washington Public Library

Presented to the Westfield Washington Public Library Board of Trustees, read in full and adopted this 8th day of December 2021, by the following aye and nay vote.

AYE	NAY
<u>Wander Berg</u>	_____
<u>John G. W. W.</u>	_____
<u>John D. D.</u>	_____
<u>John D. D.</u>	_____
<u>John D. D.</u>	_____
<u>John D. D.</u>	_____
<u>John D. D.</u>	_____
<u>John D. D.</u>	_____

ATTEST: Wander Berg
Secretary, Westfield Washington Public Library
Board of Trustees

Westfield Washington Public Library

RESOLUTION TO ENCUMBER OPERATING FUNDS

WHEREAS, it has been determined that it is now necessary to encumber appropriations from the Operating Fund for Items which have purchase orders having not yet been delivered and services which have yet to be met to further the projects of the Westfield Washington Public Library during 2022; Now, therefore be it resolved by the Library Board of the Westfield Washington Public Library, Hamilton County, Indiana, that for the following appropriations hereby be encumbered from the 2021 budget for the Operating Fund and ordered as set apart out of that fund herein named and for the purposes herein specified, subject to the laws governing the same:

<u>Vendor's Name</u>	<u>Budget Line Item</u>	<u>Amount Encumbered</u>
Westfield Washington	1.12 Asst.Dir/AdminAsst.	\$ 3,000.00
Public Library Employee	1.13 Adult/Tech. Services	\$12,000.00
Payroll	1.15 Library Clerks	\$ 6,000.00
	1.16 Library Pages	\$ 4,000.00
	1.21 Employment Benefits	\$ 3,000.00
TOTAL		\$28,000.00

Presented to the Westfield Washington Public Library Board of Trustees, read in full and adopted on this 8th day of December 2021 by the following aye and nay vote.

<p><u>Scott A. Willis</u> AYE</p> <p><u>W Van Den Berg</u></p> <p><u>John L. King</u></p> <p><u>Kevin R.</u></p> <p><u>John Dubouché</u></p> <p><u>Robert A. Young</u></p> <p><u>Nancy Knochel</u></p> <p>ATTEST <u>W Van Den Berg</u></p> <p>Secretary, Westfield Washington Public Library Board</p>	<p>NAY</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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Westfield Washington Public Library

Resolution To Establish a Bond Redemption and Interest Fund (BIRF)

WHEREAS, Board of the Westfield Washington Public Library finds that a Bond and Interest Redemption (BIRF) fund needs to be established to receive money from the net bond premium to be used to supplement payments made from the Debt Service Fund; and

WHEREAS, the fund name as directed by State Board of Accounts must be called "Bond and Interest Redemption Fund (BIRF)",

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Westfield Washington Public Library do hereby establish the Bond and Interest Redemption Fund (BIRF) for the purpose(s) of receiving money from the net bond premium to be used to supplement payments made from the Debt Service Fund.

DULY ADOPTED by the Board of Trustees of the Westfield Washington Public Library at its regular meeting held on the 8th day of December, 2021, at which meeting a quorum was present.

AYE

NAY

W Van Den Berg

Janet G. ...

...

Jodi ...

...

Nancy Knosel

Scott & Will

ATTEST:

W Van Den Berg
Secretary

Westfield Washington Public Library

**RESOLUTION TO TRANSFER FUNDS BACK TO THE RAINY DAY FUND
FROM THE DEBT SERVICE FUND**

WHEREAS, it has been shown that the funds in the 300 Debt Service Fund need to be transferred back to the 201 Rainy Day Fund.

We the library board of the Westfield Washington Public Library, do resolve that the following transfers be made.

Transfer from 300 – Library Debt Service Fund	\$ 1,659.25
Transfer to 201 – Rainy Day Fund	\$ 1,659.25

Presented to the Westfield Washington Public Library Board of Trustees, read in full and adopted this 8th day of December 2021, by the following aye and nay vote.

AYE

NAY

<u>W. Van Der Berg</u>	_____
<u>Christy A. King</u>	_____
<u>Jim King</u>	_____
<u>Jodi Dubouché</u>	_____
<u>Paul A. Dewey</u>	_____
<u>Nancy Knochel</u>	_____
<u>Scott G. Will</u>	_____

ATTEST: W. Van Der Berg
Secretary of the Westfield
Washington Public Library