

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
COMMUNITY ROOM OR VIA ZOOM  
MARCH 8, 2023**

**1. CALL TO ORDER.**

The meeting was called to order at 7:00 PM by President Nancy Knochel. Those in attendance were: Jodi Dubovich, Amber Van Den Berg and Patrick Downey. Justin Wiley came in after the minutes were approved. Absent were Kim Patton and Scott Willis. Also present were: WWPL Director Sheryl Sollars, Erin Downey WPL Foundation Director, Eric Douthit, attorney, and Marc Griffith of Veridus.

**2. APPROVAL OF THE FEBRUARY 8, 2023 REGULAR BOARD MEETING MINUTES.**

Amber made a motion to approve the minutes of the regular board meeting of February 8, 2023. Jodi seconded the motion. The motion was approved unanimously.

**3. UNFINISHED BUSINESS.**

**a. WWPL New Library Project.**

**i) Building Committee/Director Update.**

**(1) Veridus Update.**

--- There is activity on the job site. The elevator masonry is done and the storm water infrastructure started.

--- There was meeting today to discuss the AV components.

--- The steel should arrive on site this month.

**(2) Building Committee/Director Update.**

--- ERC/Comfort Letter.

We received the Environmental Restricted Covenant. We cannot use ground water for ANY reason. Jodi made a motion to give Sheryl the authorization to sign the letter on behalf of the library. Amber 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 \$18,175,520.56.**

The Community First Money Market is new and carries a 4.75% interest rate. It is not all construction fund. \$1.8 million is from the sale of this building, 11 million is the construction fund, \$65,000.00 is from the G.O. Bond and \$1.6 from another fund. We need to maintain a \$3 million dollar balance to maintain the interest rate.

**b. Receipts:**

Receipt #35 for \$16,384.50 is an interbank transfer.

Receipt #34 for \$3,408.00 is reimbursement of insurance on the current building.

Receipt #36 for \$60,361.83 is the February LIT distribution.

Receipt #62 for \$14,037,081.30 is for funds receipted into the new money market.

Receipt #63 for \$1,249.87 is 1 day of interest on the money market.

Receipt #65 for \$34,989.24 is interest from the First Merchants account.

**c. Vouchers.**

Claims #154, 155 and 156 were interbank transfers for a total of \$14,037,081.30.

Claim #208 for \$12,019.65 is to Veridus Group for professional services.

Claim #207 for \$33,412.23 is to krM for professional services.

Claim #197 for \$767,811.23 is to GM Development for multiple construction costs.

**d. Amber made a motion to pay the bills in the amount of \$15,624,373.23 as outlined on pages 19-29. Jodi seconded the motion. The motion was approved unanimously.**

**3. UNFINISHED BUSINESS (cont).**

**b. Library Board President's Report -- none.**

**c. Westfield Library Foundation Report.**

- i) The money raised since 1/1/23 is \$12,099.
- ii) The pickleball tournament on August 17<sup>th</sup> has 7 volunteers.
- iii) The Foundation is sponsoring special programs for the Summer Reading Program.
- iv) Apex Benefits has joined the leadership circle pledging \$10,000 for 3 years for programming.
- v) In the 1902 Society there is 100% corporate retention and 90% family retention.

**d. Director's Report.**

- i) Investing Officers Resolution.  
This gives Sheryl the permission to move monies. Jodi made a motion to approve the Investing Officers Resolution. Patrick seconded the motion. The motion was approved unanimously.
- ii) Manager's reports and service statistics are in the packet. There were no questions.
- iii) Building Report—none
- iv) Personnel Report.
  - 1) Michelle Wright has been hired as assistant Children's Librarian. She starts March 13<sup>th</sup>. Katrina Walker has been hired to work in circulation.

**e. Westfield Book Chapter Update.**

Sheryl has submitted a chapter to the book covering the history of the library. She has volunteered the library as a place to sell the book. It may be a fundraising opportunity.

**f. Other – none.**

**5. NEW BUSINESS.**

**a. Solar Eclipse April 8, 2024.**

Sara Perry is working with Hamilton County tourism regarding the April 8, 2024 eclipse.

**b. Kiosk in new library.**

Indiana Legal will place a deaf kiosk in the new library. It consists of a computer with a scanner and printer.

**c. Other.**

The board congratulated Sheryl on 20 years as WWPL director.

**6. AUDIENCE TO THE PUBLIC**

Residents David Harding and Matt McNally introduced themselves.

**7. ADJOURNMENT.**

The meeting was adjourned 7:32 PM.

Respectfully submitted,

  
Nancy Knochel, President

  
Amber Van Den Berg, Secretary



# Westfield Washington

PUBLIC LIBRARY

## INVESTING OFFICER RESOLUTION

Pursuant to IC 5-13-4-16, The Westfield Washington Public Library Board designates Sheryl A. Sollars, Executive Director, Westfield Washington Public Library, as its investing officer to transfer Operating, Debt Service, LIRF, Gift, Rainy Day and Constructions Funds from their designated Checking Accounts to the appropriate investments accounts approved by the Board of Finance. The investing officer is hereby directed to maintain complete documentations of all transactions made by the investment officer pursuant to this resolution.

Adopted this 8<sup>th</sup> day of March 2023

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NAY

*Justin E. Willy*  
*Frank A. Downey*  
*Wanderberg*  
*Jodi Dubojind*  
*Nancy Knochel*

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ATTEST:

*Wanderberg*

Secretary

Westfield Washington Public Library Board of Trustees

CONTACT US

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VISIT US

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