WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
MEETING ROOM A OR VIA ZOOM
SEPTEMBER 9, 2026

1. **CALL TO ORDER.** The meeting was called to order at 7:00 PM by President Jill Doyle. Those in attendance were: Justin Wiley, Amber Anania and Lori Tebbe. Absent were: Oscar Guiterrez, Lee Ann Roeder, and Amber Van Den Berg. Also present were: WWPL Director Sheryl Sollars, WWPL Assistant Director Sara Perry, WPL Foundation Director, Erin Downey, Eric Douthit, attorney and online, Madison Oliver, WWPL Public Relations.

2. **APPOINTMENT OF ACTING SECTRETARY.**
Amber Anania was appointed Acting Secretary.

3. **MOTION FOR APPROVAL OF THE AUGUST 12, 2026 REGULAR BOARD MEETING MINUTES.**
Amber Anania made a motion to approve the August 12, 2026 Regular Board Meeting minutes. Lori seconded the motion. The motion was approved unanimously.

4. **TREASURER'S REPORT.**
   a. Justin read the treasurer's report. The total of all banks is $3,855,593.06
   b. **Receipts**:
   Receipt #216 for $87,847.00 is the August LIT.
   Receipt #219 for $1,211.00 is the refund for maintenance from the Perfection Group for August.
   Receipt #239 for $4,267.60 is the interest from the Community First Bank.
   Receipt #233 for $6,397.90 is the interest from First Bank Midwest.

   c. **Vouchers**.
   Claim #651 for $18,858.00 to HUB International for the insurance for the contents of the building and workman's comp. This is a yearly expenditure.

   d. **Motion to pay bills.**
   Jill made a motion to pay bills in the amount of $217,401.56. Justin seconded the motion. The motion was approved unanimously.

5. **2027 BUDGET.**
   a. **2027 Budget Adoption.**
   There being no discussion Amber Ananai made a motion to approve the 2027 budget. Lori seconded the motion. The motion was approved unanimously.

6. **UNFINISHED BUSINESS.**
   a. **Library Board President's Report.**
   The Read and Roam garden opening was really nice. The joint Board and Foundation meeting needs to be determined.

   b. **Westfield Library Foundation Report.**
      1) The Read and Roam: Under the Stars Community Concert takes place on September 19th from 7:00 – 9:00PM. It is sponsored by Krieg DeVault and will feature a live band, line-dancing, a 50/50 raffle and a beer garden for 1902 Society members.
      2) The Christmas Tree raffle is still looking for one sponsor at $850 for the tree.
      3) A list of 600 donors and potential donors is being developed to survey. Half of the list is those 70.5 and older because of the RMDs.
      4) Advancing Westfield has granted $25,000.00 to the Foundation. The Foundation also has a grant request before the Hamilton County Community Foundation. They will determine their grantees in December.

   c. **Director's Report.**
      1) Building Report – no report.
      2) Personnel Report.

i) Darcy Adams, our bookkeeper, has resigned effective tomorrow. A new bookkeeper, Crystal Linville, has been hired and started yesterday. We have 2 new circulation assistants, Jessica and Jeanine. We are, at the moment, fully staffed.

d. Policies and Procedures Updates.

An AI policy has been developed. It will be reviewed and be up for approval at the next meeting. Any questions or concerns get sent to Sheryl.

e. Read and Roam Garden Update.

i) Furniture purchases
   1) Sheryl will purchase 2 book benches.
   2) Some permanent fixtures for the terrace will be ordered. And pads for the kids to sit on.

ii) Access on Children's Door and Program 1A West Doors.
The Children's Door and West Door were added to the access system so they can be locked and unlocked through the system. A question was raised concerning having the Children's Door open while the library was open. It was decided to start trying to have it open now and see how it goes. Some thinking is that it could be open seasonally.

f. Staff Inservice Day.

The staff inservice day on October 12, 2026 will feature Maggie Owens from INSPIRE who will talk on Adult Mental Health First Aid. It will teach adults how to recognizes situations/challenges.

g. Westfield Washington Library Board and Westfield Library Foundation Board Joint Meeting.

A tentative date for a joint meeting is October 13, 2026 at 5:30. This meeting will be advertised. The roles of each board will be discussed and how the two boards can work together. Sheryl will also discuss the strategic plan.

h. Other.

i) The DLGF reviewed the gift fund.

ii) At Bay – the claim on the cyber security incident was processed and we will receive back $394,593.00, over half.

7. NEW BUSINESS.

a. Other.

The ILF Trustee meeting training is November 9, 2026 and is held at the Mariott Hotel downtown.

8. AUDIENCE TO THE. PUBLIC – none.

9. ADJOURNMENT.

The meeting was adjourned at 7:38 PM.

Respectfully submitted,

Jill Doyle, President

Amber Ananai, Acting Secretary

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ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
Approved by the State Board of Accounts, 2015
Prescribed by the Department of Local Government Finance

Budget Form No. 4
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Ordinance / Resolution Number:

Be it ordained/resolved by the **WESTFIELD PUBLIC LIBRARY** that for the expenses of **WESTFIELD PUBLIC LIBRARY , Hamilton County** for the year ending December 31, **2027** the sums herein specified 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. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **WESTFIELD PUBLIC LIBRARY , Hamilton County**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **WESTFIELD PUBLIC LIBRARY**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Board of Trustees of the Westfield Washington Public Library	Library Board	09/09/2026

Estimated Maximum Property Tax Levy

The data below represents the current estimate of the maximum amount of property taxes that can be raised for funds that are subject to a maximum property tax levy.

Property Tax Max Levy Type	Estimated Maximum Property Tax Levy	Total Property Tax Levies	Status
Civil	$1,565,803	$1,750,000	Over Max By: $184,197

Funds

Property Tax Max Levy Type	Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
Not Eligible	0061	RAINY DAY	$810,000	$0	$0.0000
Civil	0101	GENERAL	$4,314,500	$1,750,000	$0.0259
Debt	0180	DEBT SERVICE	$1,500,500	$1,550,000	$0.0229
			$6,625,000	**$3,300,000**	**0.0488**

Name		Signature
Amber Anania	Aye ☑ Nay ☐ Abstain ☐	Amber Anania

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Jill Doyle	Aye ☒ Nay ☐ Abstain ☐	Jill Doyle
Oscar Gutierrez	Aye ☐ Nay ☐ Abstain ☐	
Lee Ann Roeder	Aye ☐ Nay ☐ Abstain ☐	
Lori Tebbe	Aye ☒ Nay ☐ Abstain ☐	Lori A. Tebbe
Amber Van Den Berg	Aye ☐ Nay ☐ Abstain ☐	
Justin Wiley	Aye ☒ Nay ☐ Abstain ☐	Justin A. Wiley

ATTEST

Name	Title	Signature
~~Lee Ann Roeder~~ Amber Anania	Secretary	Amber Anania

In accordance with IC 6-1.1-17-16(k), we state our intent to isssue debt after December 1 and before January 1 Yes ☐ No ☒

In accordance with IC 6-1.1-17-16(k), we state our intent to file a shortfall appeal after December 1 and before December 31 Yes ☐ No ☒