

**Shelby County Public Library
Board Meeting Minutes
December 10, 2025**

The Library Board of Trustees Meeting was called to order at 6:32 pm by Gayle Wiley at the Shelby County Public Library. The Library Board of Trustees Meeting of the Shelby County Public Library ended at 8:50 pm, adjourned by Gayle Wiley.

Present

- Gayle Wiley, President
- Bambi Garrison, Vice President
- Debra Tracy, Secretary
- Justin Stenger, Treasurer
- Katie Miller, Assistant Treasurer
- Danielle DeWitt, Member
- Mary Giesting, Member

Others Present

- Brandy Graves, Library Director
- Cat Roberts, Library Staff
- Jon Dusenbury, Library Staff
- Stuart Godfrey, Associate, krM Architecture

November 2025 Meeting Minutes

Motion to approve November 2025 meeting minutes as presented.

Motion: Bambi Garrison

2nd: Mary Giesting

All Approve.

Treasurer's Report

- 1) Jon Dusenbury, Library Payroll Manager, attended the meeting to offer insights for reports and reasoning for errors in previous months, which had since been rectified.

Motion to approve the September 2025 and October 2025 financial reports with corrections noted and presented at the December 2025 board meeting.

Motion: Bambi Garrison

2nd: Danielle DeWitt

All approve.

- 2) Justin Stenger gave the Treasurer's Report with the following statistics:
 - a) Beginning Balance of 2025: \$505,341.90
 - b) Disbursements November 2025: \$100,333.48
 - c) Disbursements Year-to-Date 2025: \$1,266,741.67
 - d) Receipts November 2025: \$45,800.36
 - e) Receipts Year-to-Date 2025: \$1,076,888.08
 - f) Balance end of November 2025: \$315,488.31
- 3) Jon Dusenbury provided clarification to the board regarding the breakdown of the financial report.

- 4) The Board discussed how the financial report is handled and if it should be accepted, approved, audited, or marked as received.

Motion to approve the financial report for November 2025.

Motion: Mary Giesting

2nd: Katie Miller

All approve.

Register of Claims

Motion to approve Register of Claims as presented.

Motion: Bambi Garrison

2nd: Debra Tracy

All approve.

Construction Update

- 1) Stuart Godfrey with krM Architecutre gave a construction update regarding bids and offered recommendations to the board.
- 2) The Board reviewed bids from multiple construction companies for bond work.

Motion to accept \$1,019,100.00 bid from Boyle Construction with the three alternate bids as indicated on proposal presented.

Motion: Justin Stenger

2nd: Danielle DeWitt

All approve.

Public Comments

None

Librarian's Report & Correspondence

Correspondence received: donation and Merry Christmas note from Jeff Wright.

- 1) Bids received, krM attending meeting.
- 2) Hired person for accounts manager position in business office, set to start December 15.

Policy Reviews

- 1) Salary Ordinance Approval
 - a. Must be approved annually. Was presented previously at September 2025 meeting.

Motion to approve Salary Ordinance as presented.

Motion: Debra Tracy

2nd: Danielle DeWitt

All approve.

Committee Update

- 1) Financial Committee

- a. Researched funds and purposes
- b. Looked into fund consolidation to honor intention and donors on funds if necessary
- c. CDs maturation date approaching
- d. Large amount in DePrez fund (First Bank of Richmond)
- e. Interest rates changing
- f. Researching long-term ideas
- g. Request for information sheet to be recoded with recommendations on what could be accessed regularly and what could be invested long-term
- h. Potential of mini-grants for staff for unrestricted funds

Old Business

1) Morristown Branch

- a. Brandy, Cat, and Justin attended a walkthrough of the Fountaintown Gas building on December 5, 2025. Also in attendance were Lisa Bridges, Jordan Andis, and Dan Roberts.
- b. Brandy took video of the walkthrough, and Justin took notes. Both gave favorable impressions of the building.
- c. Concerns expressed by board that did not attend walkthrough regarding accessibility, building maintenance, utilities, and parking.
- d. Further discussion requested in the form of a town hall style conversation with the Morristown community.
- e. Requesting suggestions from the town on how to proceed and grow.
- f. Board speculated on other buildings to purchase/lease or potential of land to purchase.
- g. Discussion reiterated that Bob Wortman and Lisa Bridges would like to donate the building at 106 E Main St, Morristown, IN 46161 to the library.

2) Bond funds

- a. Penalty paid for bond funds not used, now still have funds to discuss ideas on use.

New Business

- 1) Meeting dates
 - a. Wednesdays discussed as continued best meeting day.
 - b. Proposed meeting dates needed adjustments
 - c. If a meeting is missed, please contact Brandy and catch up on information.

Announcements

Happy Holidays.

Meeting Adjourned

Meeting Adjourned: 8:50 pm

Next Meeting

Wednesday, January 14, 2025 @ 6:30 pm at the Shelbyville Main Branch of the Shelby County Public Library

Minutes Approved

Secretary

Date