The Monticello-Union Township Public Library Board of Trustees met in regular session at the Temp (934 N. Main St.) on Monday, October 13, 2025, at 5:00 p.m. Present were Director Candace Wells, Treasurer/Bookkeeper Sharon Bail, Circulation Services Manager Scott Miller, Youth Services Manager Tammy Criminger, and trustees Tom Fletcher, Butch Kramer, Chuck Kubly, Don Osten, Jo Piatt, Teresa Puterbaugh, and Emily Thacker.

Call to Order/Approval of Agenda/Public Comments – At 5:00 p.m. Board President Don Osten called the regular session to order. As moved by Butch Kramer and seconded by Emily Thacker, the board approved the agenda as presented. (Public Comments - NA)

Approval of the Minutes – The minutes of the September 8, 2025, special and regular sessions were approved as presented as moved by Butch Kramer and seconded by Jo Piatt.

Business and Finance – A) Treasurer/Bookkeeper Sharon Bail noted our September financial details and said she is still awaiting some bills to get a final Broadway Art Show profit total. Trustees reviewed claims from 9/1/25 to 9/30/25, (corrected from 9/31 on the green HO) and approved the financial report and the September claims of $82,162.66, as moved by Chuck Kubly and seconded by Jo Piatt. B) As moved by Butch and seconded by Chuck, the board adopted the 2026 Salary Ordinance. C) As moved by Emily and seconded by Jo Piatt, trustees adopted the Proposed 2026 Operating Budget. D) As moved by Butch and seconded by Teresa Puterbaugh, the board approved the payments by Argent (The Huntington National Bank) from the Leasing Corporation's construction fund to the creditors listed on the affidavit (See Affidavit for Payment and other HO's for itemized expenditures).

Director's Report – Candace, Scott, and Tammy summarized their reports on Adult Services, Circulation Services, and Youth Services. Candace again asked trustees to read over the monthly report in her HO. She did highlight 1) certain ongoing building problems in the Temp that Regency Property Managers have yet to completely take care of (i.e. leaks, AC units, etc.); 2) the Friends' 9/24,25,26 book sale that netted $990.65 and their plans for a final one from their temporary storage room in the Veterans Affairs Building (old Ivy Tech site) scheduled for mid November; and 3) staff and management's work on a moving plan, new movers, and meeting rooms policy revisions for the Broadway building once it opens again.

Old Business – Update on Building Project (For a more detailed update, see also Candace's Director's Report.) Management and the construction team continue their regular meetings every two weeks with trustees and Friends being given times to tour the project site. Work continues to finish the job, much of it inside now and at nearly all hours, with a "punch list" being kept of things to be checked off as they are fixed, moved, completed, etc. MUTPL now has a 12/1/25 date to get in the building (after that date having been 10/31, then mid November!), but it may be earlier. The uncertainty may cause some difficulties, especially with furniture deliveries and inspections, but Candace and the staff have a flexible moving plan that allows for such time fluctuations. The plan includes a Grand Opening when we are back in the Broadway building - date to be determined. (See HO's for more details on the project.)

New Business – The board addressed several items.

1. Change Order #3 – Window Graphics w/TD Construction and Storefront Graphics – As moved by Jo and seconded by Chuck, trustees approved $24,738 for Change Order #3, which adds art to glass in areas.
2. Book Carts Invoice – As moved by Butch and seconded by Teresa, the board approved the purchase of nine (9) book carts for $5,307.46 from Demco and The Library Store.
3. Moving Company Quote – As moved by Butch and seconded by Emily, trustees approved the estimate of $4,860 from SOS Relocation Specialist to move books, etc. from the Temp and storage back to the Broadway library building.
4. Moving Plan and Staff Day Closure – As moved by Butch and seconded by Jo, the board approved Candace's Executive Recommendation for limiting library operating hours and services to allow time for packing, moving, unpacking, etc. by staff and management members. (See HO for specifics)

President's Comments/Adjournment – Having no further business to come before the board, Don called for any other questions or comments. Hearing none, he adjourned the meeting with no objections at 6:24 p.m.

The next regular meeting of the MUTPL Board of Trustees is scheduled for **Monday, November 10, 2025, at 5 p.m.** at the Temp (934 N. Main St.).

Respectfully submitted,

Emily S. Thacker, Secretary