

January 2026 MUTPL Board Meeting Minutes

The Monticello-Union Township Public Library Board of Trustees met in regular session at the White County Council on Aging (116 E. Marion St.) on Wednesday, January 28, 2026, at 5:00 p.m. Present were

Director Candace Wells, Treasurer/Bookkeeper Sharon Bail, Circulation Services Manager Scott Miller, and trustees Tom Fletcher, Butch Kramer, Chuck Kubly, Don Osten, Jo Piatt, Teresa Puterbaugh, and Emily Thacker. This meeting was held off site and later than usual due to ongoing construction delays at the Broadway site.

[NOTE: Preceding the regular session (4:30 p.m.), Candace met with all trustees to review her 2025 Goals/To Do List (See HO). Candace and volunteer trustees will develop a more specific form to use for her official evaluation in coming months.]

Call to Order/Approval of Agenda/Public Comments – At 5:10 p.m., with Sharon and Scottie having joined the group, Board President Don Osten called the meeting to order. As moved by Chuck Kubly and seconded by Butch Kramer, the board approved the agenda as presented. (Public Comments - NA)

Approval of the Minutes – The minutes of the December 8, 2025, combined annual yearend finance meeting and the regular session were approved as presented as moved by Don Osten and seconded by Butch Kramer.

Business and Finance – A) Treasurer/Bookkeeper Sharon Bail noted our December financial details that had made monthly expenses once again higher than average. These included our last rent payment for the Temp, the next to last payment to MyPlace Storage, some annual subscriptions for databases that we provide for patrons, and three (3) payrolls plus appreciation pay. She also highlighted our December Tax Draws and reported that everything is balanced and transferred to the new year. Trustees reviewed claims from 12/1/25 to 12/31/25, and approved the financial report and the December claims of \$109,770.08 as moved by Butch Kramer and seconded by Tom Fletcher. B) As moved by Jo Piatt and seconded by Butch Kramer, 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 reviewed the positive impact of Terry Lancer's interaction with TD Construction which had led to progress that eventually merited our temporary occupancy certificate, issued by the county inspector, which allowed us to finally move our items from the Temp to the Broadway site, followed by new furniture arrival. Storage units will be emptied after January 1, 2026. Meanwhile, Friends of the Library continue to assist in sale or donation of all furnishings and unneeded materials not moved back from the Temp.

Old Business – Update on the Building Project –Candace continued with her update, stating that we still need a full cleaning crew to go over everything, especially the floors. **The grand reopening is now scheduled for next Thursday, February 5, 2026, with the ribbon cutting at 1 p.m.** Final touchups and other TO-DO's continue. We now have a permanent occupancy permit, which allows us to open to the public, and the inspector will return in 90 days to reinspect to be sure everything is completed to his standards. We will need to spend any remaining money in the building fund bond issue according to the Rebate Fund requirements (basically nearly 100% spent by 11/19/26). Meanwhile, staff members and certain volunteers (i.e. tv installer trustee Don Osten) are doing all they can to prepare for the reopening. Also, some members of the Twin Lakes High School National Honor Society have carried items up to our attic storage area. All work is appreciated., and more remains to be done. Jo Piatt expressed concern about any continued "foot dragging" by the construction company. Candace said that we are still holding a portion of the payment until all work is done.

New Business – The board then addressed several items.

1. **Election of Officers** – As moved by Butch Kramer and seconded by Tom Fletcher, trustees reelected and thanked the current officers, who agreed to serve another year. **President** - Don Osten; **Vice-President** - Jo Piatt; **Secretary** - Emily Thacker. (Bookkeeper Sharon Bail continues as **Treasurer**.)
2. **Zayo Quote – Internet Service** – As moved by Chuck Kubly and seconded by Butch Kramer, the board

approved the 18 month contract cost of \$2,415.00 for Zayo managed Wi-Fi, LAN hardware, and professional services as listed (see HO). (NOTE: Sharon already has paid this due to meeting delay.)

3. Mulhaupts Quote – Security – As moved by Jo Piatt and seconded by Chuck Kubly, trustees approved payment to Mulhaupts of \$1,061.55 for moving the security panel from the Temp to the Broadway site and of \$29,767.48 for cameras and related equipment (reusing all functional used cameras) and installation.
4. The Library Store Quote – Bookends – Trustees approve \$5,856.45 for heavy duty bookends, payable to The Library Store, as moved by Butch Kramer and seconded by Emily Thacker.
5. Library Bureau Steel (LBS) Quote and Vistapanel Quote – Shelving – As moved by Butch Kramer and seconded by Teresa Puterbaugh, the board approved \$6,367.32 to LBS and \$2,836.62 to Catania's Vistapanel for shelving.
6. KI Quote and Hale Manufacturing (TIPS) Quote – Furniture/Shelving – As moved by Jo Piatt and seconded by Butch Kramer, trustees approved for shelving, etc.\$6,849.28 to KI and \$11,819.36 to TIPS (Hale Manufacturing).

President's Comments/Adjournment – Don thanked the staff and the board members for all their help. Candace reminded all trustees to be at the grand reopening before 1 p.m. on Thursday, 2/5/26, for the ribbon cutting. The big day is finally almost here. Having no further business to come before the board and hearing no additional comments, Don adjourned the meeting with no objections at 6:15 p.m.

The next regular meeting of the MUTPL Board of Trustees is scheduled for **Monday, February 9, 2026, at 5 p.m.** at the Broadway MUTPL. This is a quick turnaround, but we will be back on schedule in our beautiful building.

Respectfully submitted,

Emily S. Thacker, Secretary