

February 2026 MUTPL Board Meeting Minutes

The Monticello-Union Township Public Library Board of Trustees met in regular session in the conference room of the reopened Broadway site (2/5/26) on Monday, February 9, 2026, 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, Jo Piatt, Teresa Puterbaugh, and Emily Thacker. Trustees Chuck Kubly and Don Osten were absent. This meeting was our first back at the newly reopened Broadway site.

Call to Order/Approval of Agenda/Public Comments – At 5:00 p.m., Board Vice-President Jo Piatt called the meeting to order. As moved by Butch Kramer and seconded by Teresa Puterbaugh, the board approved the agenda as amended to add one item of New Business. (Public Comments - VP Jo Piatt commented, “This is a nice public space.”)

Approval of the Minutes – The minutes of the January 28, 2025, meeting were approved as presented as moved by Tom Fletcher and seconded by Butch Kramer.

Business and Finance – A) Treasurer/Bookkeeper Sharon Bail noted our January financial details that had made monthly expenses once again higher than average. These included certain payments annually due this first month of the year. (See green HO for details) Trustees reviewed claims from 1/1/26 to 1/31/26, and approved the financial report and the January claims of \$512,094.72 as moved by Butch Kramer and seconded by Teresa Puterbaugh. B) As moved by Tom Fletcher and seconded by Jo Piatt, 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 – 1) Candace gave an abbreviated report on her recent meetings, but she did share the projected forms of signage for historical markers that she’s worked on for SOMA. 2) Her Building Project Update will be in Old Business, but the highlight was the grand reopening, which had to be rescheduled for February 5, 2026, due to some unfinished work by subcontractors that held back the occupancy permit. 3) In the midst of all these concerns, she has tried to keep up through ILF with State House legislation that may affect us. One bill is particularly directed at libraries’ “growth quotients” and may cause us to tighten our future budgets even more if it passes. 4) She also included a month-by-month HO listing 2026 projected library required financial actions, holidays, and some major programming events (i.e. Summer Reading).

Old Business – Update on the Building Project –Candace summarized the most recent activities and needs as follows: 1) Ongoing activity leading up to the grand reopening includes painting that needs to be redone or finished – not just touched up. Brian Silva from Lancers and Candace are touring the library with the main painting crew guys to be sure that all areas get the attention they need. 2) In preparation for the grand reopening (2/5/26), TD Construction hired a local cleaning company (C & C Cleaning), who came in on 1/31/26. Candace was here that day. Even with that thorough cleaning, the floor area in front of the main desk continues to need going over. We brought in a floor buffer to redo that area, which gets all the tracked-in dirt and wear and tear from traffic entering the library. The floor buffer did the job, prompting a purchase for future cleanings (see New Business). 3) The HVAC system still needs to be balanced, which requires a different company to be hired to do it. 4) We need a thermostat in the Children’s Program Room. 5) Candace is working on testing and setting the timing of the lights, both inside and outside, for auto turnoff. 6) The back door area safety railing needs to be taken care of to be secure and up to code. 7) We must call Mulhaupts for needed cameras in a couple areas – several new and some that we used before that can be repaired. Certain locks and the card reader need their attention as well. We also need several more master keys for full time people.

Jo asked about the number of people here for the Thursday grand reopening. Scotty’s number is 315, but he is not positive that’s exact. Candace said that people are still calling for tours, asking questions, etc., and that our first Saturday back was very busy.

Candace closed her update with a list of several continuing concerns and improvement ideas.

1. Expectation of and need for a more professional attitude from Troy of TD Construction toward library personnel and subcontractors
2. Grounds cleared and parking lot completed - outdoor areas cleaned up to higher standard
3. Outside water spigot in good working order
4. Considering signage to clearly identify inside areas of library for patrons
5. Door mats needed for staff entrances (for all entrances!)
6. Rethink and better organize our storage areas for optimum use
7. Provide windows in doors of program and conference rooms
8. Find or designate our Tornado/Storm Shelter Area and identify and organize it accordingly
9. Consider redesigning mural area, possibly to provide more storage, but definitely to refresh the look of it
10. Other Outdoor work - south lawn, porch/pergola areas, landscaping, memorials - think about opportunities for donations, use of native plants, color and shade/sun, ease of upkeep, drainage, special features, etc.

New Business – The board then addressed several items.

1. Reimbursement for Library Card Fee – As moved by Emily and seconded by Jo, trustees approved Candace’s executive recommendation to reimburse a mistaken \$10.00 charge to Monon patron Colleen Shaw.
2. Computer/Internet Acceptable Use Policy – As moved by Butch and seconded by Emily, the board reapproved the Policy Manual’s Section 3.15 on Computer/Internet Acceptable Use with no changes.
3. Feller Express LLC - Dinosaur Program – Trustees approved payment of \$1,291.50 from the Children’s Gift Fund for an upcoming special programming event (FelleRexpress - Dinosaur Encounter) from Evansville, IN, on June 26, 2026, as moved by Emily and seconded by Butch.
4. Mulhaupts Quote - Security – As moved by Butch and seconded by Tom, the board approved \$893.55 for purchase and installation of security add-ons.
5. Circle “R” Electric - Book Drop Heater – As moved by Jo and seconded by Teresa, trustees approved the purchase and installation of a book drop heater and related controls for \$1,090.00.
6. Building Purchases - Change Order #4 – As moved by Teresa and seconded by Tom, the board approved \$8,600 for additional items (see HO for specifics) including a floor scrubber/buffer, various signage, and step stools.

President’s Comments/Adjournment – Having no further business to come before the board, Jo adjourned the meeting with no objections at 6:00 p.m. “on the button” to a chorus of “well done’s” by fellow trustees.

The next regular meeting of the MUTPL Board of Trustees is scheduled for **Monday, March 9, 2026, at 5 p.m.** at the MUTPL..

Respectfully submitted,

Emily S. Thacker, Secretary