

Vermillion County Public Library
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Vermillion County Public Library
Board of Trustees Meeting
Thursday, November 5, 2025

DETERMINATION OF QUORUM

With determination of quorum, president David Aukerman called the meeting to order. Board members present: David Aukerman, Robert Henry, Amy Tolbert, and Angie Crowder. Also present were library director Misty Bishop and library employee Rita Self. Also present was Robert Keller, representative from AireServe.

SECRETARY'S REPORT

All members stated they had read the minutes from the last meeting. A motion was made by Amy to accept the report with no changes, additions or corrections. The motion was seconded by Robert, motion passed.

BOOKKEEPER/TREASURER'S REPORT

Misty presented the report.

SEPTEMBER END OF THE MONTH BALANCE

	\$1,266,668.33
OCTOBER EXPENDITURES	17,066.84
OCTOBER DEPOSITS	7,713.26
OUTSTANDING CHECKS	3,621.90
BANK BALANCE	\$1,257,314.75

The warrant register was passed and signed. A motion was made by Robert to accept the report with no additions, corrections or changes. The motion was seconded by Amy, motion passed.

DIRECTOR'S REPORT

HVAC FUNDS APPROVAL

Robert Keller, representative from AireServe presented the quote for the HVAC project. See attached. Board member Robert Henry asked about the unit placement specifications. Robert Keller stated that the units are well within specs according to Fujitsu, the maker of the units,

recommendations. The lines are all insulated, and there would be no problems with heat flow concerns. The unit will be placed where the old units were removed. After further discussion and questions were answered, a motion was made by Amy to sign the HVAC funding approval with no changes, additions or corrections. The motion was seconded by Angie, motion passed. Paperwork was passed and signed. Misty presented Robert Keller with the check so the project can get underway as soon as the equipment and workers arrive.

GUTTER UPDATE

Misty presented information that proposals are in the works from Lough's in Terre Haute about updating the building's gutter system.

REVIEW; BOARD BYLAWS

Misty reminded the board that every 3 years they are to review the bylaws for the library. The members will review and discuss the need for changes at the next board meeting.

PATRON SAFETY POLICY

Misted presented information to the board about a recent confrontation between patrons at the library with police being called. All interactions were recorded on the library camera system. This brought up concerns with employee and patron safety. The board suggested Misty look up policies and procedures other libraries have in place. There is also concern about dogs on the library property. Misty will look into this for discussions at future meetings.

OLD BUSINESS

Misty informed the board that several windows have slipped down to let cold air into the library. With no heat at the current time, it caused some concern. Misty has gone around the library with the ladder to make sure they are properly secured. Robert and David discussed bringing more Electric heaters to the library for patron and employee comfort.

NEW BUSINESS

Misty discussed with the board about the natural gas line hook up for the library since the new HVAC system will be all electric. The board advised her to look further into this and present more information at the next meeting.

NEXT MEETING

The next scheduled meeting will be Thursday, December 4, 2025 at 5:00pm.

ADJOURNMENT

A motion was made by Amy to adjourn the meeting, seconded by Robert, motion passed.