

Library Board 2/23/26

LIBRARY BOARD MEETING AGENDA

Monday, February 23, 2026 - 4:15 p.m.

SJCPL Community Learning Center, Beutter-Kernan Hall

305 S. Michigan St., South Bend, IN 46601

All items passed unanimously. Adjourned at 5:32 pm.

1. Call to Order

2. Determination of quorum: All 7 present; Dr. Garcia present via Zoom.

3. Consent Agenda:

a. Library Board Minutes and Board of Finance Minutes of the meetings held on January 27, 2026

b. Declare Excess Withdrawn Library Materials donated to the Saint Joseph County

Public Library Foundation

c. Personnel Changes

d. Bill List

4. Executive Director's Report:

Director's report: 2600 attendees at Science Alive. Centre opening went well, including use of the study rooms. SB8 did not move out of committee, but that language was in SB4 which passed 2nd hearing today. I expect SB8 to pass. We will have to go to the County Council for our budget. Hopefully the County Council will be supportive of our efforts.

Western was the first branch to have study rooms; these are popular and we should include them in other renovation plans.

5. Patron Engagement Report: Overall computer minutes is down by 27%, but increased at a couple branches. Remember that there were snow closures and also Main was closed for elevator service for 3-4 days. Over 700 meeting rooms reservations in January, a big increase systemwide. The 4-6 pm time seems especially popular.

6. Financial Report: Expenditures in January are reported under grounds and building services.

7. Unfinished Business: none

8. New Business: none

a. Fox Street Lease: rather than have the property sit empty until the library branch is built on the property after next year, lease to a religious consortium for refugee housing for now.

b. Resolution for the Transfer of Property to the SJC Foundation.

1. MOU between the SJC Foundation and the SJCPL. This will continue as a pass-through organization for grants. The SJC Foundation was established to be of help to the SJCPL.

2. When unoccupied, the Western building needs to be sold, and the Foundation as a 501c3 has fewer restrictions than the SJCPL. The development Director has wanted this for a long time.

3. Sale by the SJC Foundation on behalf of the SJCPL must serve the SJCPL's goals and purposes, per the MOU.

c. Circ Policy Revisions: Expanding residency requirements to include John Glenn and another school district.

d. Youth Card Fee Waiver: Only one card per patron, but free for those under 18. Waiving the fees will maintain uninterrupted service and support early reading. \$7400 in outstanding fees are due from 183 patrons. Forgiving this outstanding debt will help us resolve students having more than one card and will prevent checking out some materials.

e. Program Policy: aligns language in various departments.

f. Resolution to Establish Cash Funds:

g. Abonmarche Contract for \$138,000: There was a leak in the sanitary lines in the basement; pipes are old. Repair will be more extensive than anticipated. Hodge Patel presented: 240 professionals in

Abonmarche doing electrical, space allocation, plumbing, etc contracting. Fire protection, storm, sewer line, and electric systems all need to be updated in the basement. There will be subcontractors involved. To replace everything will take about \$2 M. Repairs will be phased as budget allows. To do repairs during closed library hours will be more expensive. First phase is designing and will last 4 months. We probably have enough in the budget for this year in our Library Improvement Fund, but any additional budget must be approved by the County Council. Anticipate outbids in August and about 1 year construction time. Sanitary and fire will be first priority. Staff restrooms were not updated in the building renovation of a couple years ago.

9. Other Business: none

10. Strategic Plan Updates: Literacy: Non-Fiction Browsability: Part of the strategic plan for literacy by simplifying the Dewey decimal system to include author's last name. Also, will face some books out at eye level.

11. Hearing of Visitors: none

12. Next Library Board meeting dates:

a. Library Board Meeting, Monday March 24, 2025, 4:15 p.m. St. Joseph County Public Library Community Learning Center, 2nd floor, Beutter-Kernan Hall, 305 S. Michigan Street, South Bend IN 46601.

13. Adjournment

Dr. Ruth Warren 2025-2028 South Bend Community School Board

Dr. Nicole Garcia 2023-2026 St. Joseph County Council

Alan Feldbaum 2024-2027 St. Joseph County Commission

Hilary Barker 2026-2029 Presidents of John Glenn and Union North School Boards

Dr. Marvin Curtis 2023-2026 St. Joseph County Commission

Christine Pochert-Ringle 2024-2027 South Bend Community School Board

Rhonda Richards 2025-2028 St. Joseph County Council