

Greensburg Public Library/Decatur County Contractual Public Library
Finance Committee Meeting
February 24, 2026

The Greensburg Public Library/Decatur County Contractual Public Library Board of Finance met in the Library Meeting Room on February 24, 2026. The meeting was called to order at 4:00 p.m. by President, Peggy Dudley.

Board members on site in the Library were: Peggy Dudley, Erica Haston, Krissy Kern, Amanda Mang, Janice Mangels, Laura Jo Tebbe, Ashley Hungate, Brian Jones, and Ann Lindsay. Library Director Brenda Campbell, Staff Members Nancy Wilhoit, Nichole Kalinowski, Lori Durbin, and Board Treasurer Steve Brown were also present on site.

Board members present by Zoom: None

Board members not present: Mike Gasper and Chris Ramey

This meeting was scheduled to be held along with the regular Board Meeting on January 27, 2026; but, they were both cancelled under the Governor's directed state of emergence due to weather. The Finance Committee meeting was rescheduled to be held prior to the February 24, 2026 regular Board Meeting.

Approval of Agenda

Ashley Hungate made a motion to approve the agenda; Amanda Mang seconded; passed by unanimous voice vote.

Designate Officers/Board of Finance

Board of Finance officers will be the same officers as held by the full board. Peggy Dudley, President; Ashley Hungate, Vice President; and Erica Haston, Secretary.

Ashley Hungate made a motion to approve the appointment of Board of Finance officers; Amanda Mang seconded; passed by unanimous voice vote.

Finance Investment Policy Review

The Board of Finance reviewed the Library Finance Investment Policy.

Amanda Mang made a motion to approve the Library Finance Investment Policy, Erica Haston seconded; passed by unanimous voice vote.

Publications for Public Notice

The Daily News will be our designated newspaper for advertisements.

Ashley Hungate made a motion to approve the designated newspaper; Brian Jones seconded; passed by unanimous voice vote.

Annual Financial Report

Bookkeeper and Board Treasurer, Steve Brown presented his Annual Financial Report. Steve reported on the Library investments and finances addressing both 2025 and 2026. Steve shared a report that compared the Financial Trend for the past 29 years. He also included an interest comparison for 2022, 2023, 2024, and 2025. Steve told the Board he was starting his 45th year as the Library Accountant and 30th year as Board Treasurer. Steve reminded the Board that this is his last year and that his

replacement Nichole Kalinowski was doing a great job. He also reflected on several things that have happened during that time.

Adjournment

Ashley Hungate made a motion to adjourn the Annual Finance Committee meeting; Amanda Mang seconded; passed by unanimous voice vote.

Greensburg Public Library/Decatur County Contractual Public Library Regular Board Meeting February 24, 2026

The Greensburg Public Library/Decatur County Contractual Public Library met in regular session in the Library Meeting Room on February 24, 2026. The meeting was called to order at 4:20 p.m. by President, Peggy Dudley.

Board members on site in the Library were: Peggy Dudley, Erica Haston, Krissy Kern, Amanda Mang, Janice Mangels, Laura Jo Tebbe, Ashley Hungate, Brian Jones, and Ann Lindsay. Library Director Brenda Campbell, Staff Members Nancy Wilhoit, Nichole Kalinowski, Lori Durbin, and Board Treasurer Steve Brown were also present on site.

Board members present by Zoom: None

Board members not present: Mike Gasper and Chris Ramey

Approval of Agenda

Ashley Hungate made a motion to approve the agenda; Amanda Mang seconded; passed by unanimous voice vote.

Minutes of Previous Meeting

Krissy Kern made a motion to approve the minutes of the December 30, 2025 meeting; Ashley Hungate seconded; passed by unanimous voice vote.

Financial Statement

Janice Mangels made a motion to approve the February, 2026 Financial Statement; Brian Jones seconded; passed by unanimous voice vote.

Committee Reports

Ashley Hungate told the Board that last month the Personnel Committee (Ashley, Ann, Peggy, Janice, and Chris) conducted an anonymous survey of library employees to check in with the new Director's progress at the end of her 90 days. She said that the Personnel Committee met to discuss results and then came up with some guidelines to help the director over the next six months. Ashley said that during that period she and Peggy plan to check in with the Director regularly regarding the following topics:

- Budget
- Communication
- Community Engagement
- Training
- Library of Things

This plan has been discussed with the director and will be implemented after discussing with the Board.

Brenda told the Board that several of the front brick columns are starting to crack. She said she plans to get with the Building and Maintenance Committee (Mike, Amanda, Krissy, and Chris) to discuss the best course of action.

Brenda told the Long Range Plan Committee (Peggy, Ashley, and Laura Jo) that she included a copy of the Long Range Plan (2022-2026) which expires this year. She said they will need to start looking at the Plan soon.

Old Business

Building Project Updates

Library of Things – Brenda said that this will be discussed in the Director's Report.

New Business

Personnel Policy Manual Section L, Meeting Room Policy

Brenda told the Board that she included a proposed Meeting Room revision. She said that she would like to remove the sentence "A diagram of this setup is posted in the room" which that refers to the standard way the furniture is set up. There is no diagram in the meeting room.

Ashley Hungate made a motion to approve the requested change to the Personnel Policy Manual, Section L, Meeting Room Policy; Ann Lindsay seconded; passed by unanimous voice vote.

Personnel Policy Manual Section N, Administrative Policies

Brenda informed the Board that she would like to make a change to the wording in the Administrative Policies Section on Access to Public Records. She said she would like to replace "the Assistant Director" in the paragraph about Records excepted from disclosure with "Designee".

Krissy Kern made a motion to approve the change to the Personnel Policy Manual, Section N, Administrative Policies; Amanda Mang seconded; passed by unanimous voice vote.

Personnel Policy Manual - Section A: Purpose and Objectives / Section B: Library Board Bylaws / Section D: Hours of Operation / Section W: Epidemic-Pandemic Policy

Brenda told the Board that she had included in their packet copies of the Policies. She has reviewed them and didn't have any updates or changes to any of the Policies.

Ashley Hungate made a motion to approve the following Personnel Policy Manual sections as they are now with no changes: Section A: Computer Use Purpose and Objectives / Section B: Library Board Bylaws / Section D: Hours of Operation / Section W: Epidemic-Pandemic Policy; Amanda Mang seconded; passed by unanimous voice vote.

Change in Appropriation

Brenda discussed what account to charge the Library of Things to with Steve. They decided that we should create a new account number under the Capital Outlay Section of the budget. This would make it easier to keep track of our purchases of these items, Steve created a new account. Since it is so early in the year, Steve and Brenda decided to adjust the original budget to cover these purchases. Brenda would like to transfer \$2,000 from 4.51 Books to 4.58 Library of Things.

Ashley Hungate made a motion to approve the Change in Appropriation as requested; Janice Mangels seconded; passed by unanimous voice vote.

Board Committees

Brenda told the Board that the committee assignments for 2026 will be kept the same except for the addition of Chris Ramey to the Buildings and Maintenance Committee.

Director's Report

Brenda told the Board that we have 3 Board appointment renewals this year—Erica, Chris and Ann. The terms end in April, May, and June respectively. She said that Erica has already said she would like to continue serving on the Board. Ann said that she will fill out her term; but, did not want to continue serving on the Board. Brenda said that she would like to know before our March meeting if Chris would like to continue to serve on the Board.

Brenda told the Board that we are resuming supervised visits. She listed the follow mandatory things that had to be done to use the Library for supervised visits:

- There must be an agency representative with them.
- They must sign in and out to use a room.
- The representative must stay with them the entire time, as well as leave with them.

Brenda said that we had an excellent turnout for the Kids Fair held on February 7, with over 200 people in attendance. She told the Board that we had 10 Community Vendors in attendance. In addition, we had several community people come in to read books for the kids. The event was sponsored by Decatur County Memorial Hospital in partnership with the Arts & Cultural Council of Decatur County, and Dog-Eared Pages along with the Library. She said that Karen Lane did an excellent job with planning and coordinating this event.

Brenda also wanted the Board to know that we are hosting an Author's Fair on Saturday, April 25th. She said that as of the meeting time, we have 36 authors committed to attend. Each author will be donating a copy of their book to the Library.

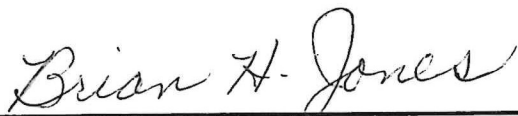
Brenda told the Board that we are having several issues with staff member keys not working. The current locks have been in use for 34 years. She asked the Board for permission to get quotes for a keypad system. Several of the Board members thought that key cards would be a better way to go.

As requested by the Personnel Committee, Brenda gave the Board a packet of information concerning the Library of Things. The Board had several questions and comments about how the Library proposed to handle different situations around the whole Library of Things procedures. After discussing the procedures to be used with the Library of Things, they asked Brenda to put the detailed procedures into a Policy format to be put in the Policy Manual.

Adjournment

Ashley Hungate made a motion to adjourn; Erica Haston seconded; passed by unanimous voice vote.

Respectfully submitted,
Nancy Wilhoit, Recorder



Brian Jones, County Secretary