

Hammond Public Library Board of Trustees Meeting Agenda

Executive Session

Date: Thursday, September 18, 2025 Time: 12:00 P.M.
Location: Harriet M. Schlesinger Board Room and Virtual

- I. Call to Order
- II. Personnel Matters: IC 5 – 30 – 7 – 8
- III. Adjournment

Regular Session

Date: Thursday, September 18, 2025
Time: 1:00 P.M. (immediately following Executive Session)
Location: Harriet M. Schlesinger Board Room and Virtual

- I. Call to Order
- II. Public Hearing – Proposed 2026 Budget
 - Proof of publication/legal notice
 - Presentation of proposed 2026 Budget (key funds/levies)
 - Public comment period
 - Close of public hearing

III. Public Expression

IV. Action Items

Approval of Minutes:

- a. Recommendation for approval of the Executive Session minutes from August 21, 2025.
- b. Approval of the Board Meeting and Executive Session minutes for August 21, 2025.

Financial Matters:

- a. Voucher Approval
- b. Review and decision on financial reports, including:
 - Appropriation Report
 - Disbursement Report by Fund
 - Financial Report
 - Bank Balances
 - Rainy-Day Fund review
- c. Other financial matters (as presented)

Board Policies – Second Reading and Consideration for Adoption:

- BP 3100; BP 3155; BP 4131; BP 4150; BP 8002; BP 9000; BP 1005 (and any others as presented)

Library-Owned Parcels (5247 Sohl Ave., NE corner of Sohl & State) – Disposition Steps:

- Receive title search update
- Approve RFP packet and authorize publication of legal notice
- Establish minimum acceptable bid parameters consistent with statute (e.g., $\geq 90\%$ of appraised value)
- Authorize the Director, with Legal Counsel, to proceed with solicitation and return bids/recommendations to the Board

Calendar Confirmation – Budget Adoption Meeting:

- Confirm Thursday, October 16, 2025 (in-person), ensuring all invitations reflect 12:00 P.M. (noon)

V. Discussion Items**Board Policies — First Reading**

- BP 4133 Transfers from a Full-Time to a Part-Time Position.
 - BP 5341 Recovery of Overdue Library Materials.
 - BP 3170 Official Bond — Officers and Employees.
 - BP 3161 Sales and Disposal of Books and Equipment.
 - Proposed Removal — BP 6020 Library Use of Public Access Channel.
 - Proposed Removal — BP 6010 Cable Television and Video Materials in Libraries.
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- 2026 Budget: next steps and trustee availability
 - Exterior signage project – procurement approach (three quotes/specifications)
 - Other discussion items as introduced by the President or Director

VI. Public Expression**VII. Calendar**

- Announcement of the next Board Meeting and Executive Session: Thursday, October 16, 2025 (Budget Adoption).
- Confirm Thursday, October 16, 2025 (in-person), ensuring all invitations reflect 12:00 P.M. (noon)

VIII. Adjournment