

September 14, 2026
Jay County Public Library
Library Board Meeting
Jay County Public Library Community Room
315 North Ship Street, Portland, IN

Board Members Present: Tracy Carpenter, Jessica Cook, Amy Hawbaker, Liz Lawson, Dolphus Stephens.

Board Members Absent: Carolyn Jounay, Parker May.

Staff Present: Eric Hinderliter, Director.

Members of the Public: 1 Student.

Board Meeting Call to Order

The meeting was called to order at 4:00 p.m.

Approval of Minutes

Upon motion by Mr. Stephens, seconded by Ms. Lawson, and passed, the minutes of the August 20, 2026 regular meeting were approved as presented.

Financial Report

Upon motion of Ms. Hawbaker, seconded by Ms. Lawson, and passed, the final August Financial Report and Claim Register, including claims from August 21 through September 14, were approved.

Report of the Director

1. Usage

Eric presented the usage report for August.

2. Building and Grounds and Technology

Bathroom stall door and partition painting was completed. Eric would like to have further work done in the restrooms - new counter tops, sinks, faucets, and re-painting.

3. Programming/Services

We are going to 19 different classes for Story Visits, 28 classrooms are coming out to the bookmobile and 31 different classes (pre-schools and elementary schools) are getting book bags. These all started this month. Story Time resumes this week.

4. Personnel

Eric is considering different options to fill a full-time position (and possibly a part-time position) in October.

5. Budget/Finance

Eric reported on his conversations with the County. The library is projected to still be in good shape the next two years and the outlook for beyond is more positive than before.

Committee Reports - The Policy Committee met on September 9.

Communications

Unfinished (old) Business

New Business

1. Policy Adoption - No policy changes were adopted. New wording will be sent out regarding the following issues - going fine free, change in holiday closures, and staff identification.
2. Salary - On motion of Mr. Stephens, seconded by Ms. Cook, and passed, the Board set the hourly rate of \$11.58 for Isaac Hilty (as of May 19, 2026) and Isabelle Homan (as of May 28, 2026) to correct a previous oversight.

Public Input

Adjournment - On motion of Mr. Stephens, the meeting adjourned at 4:40 p.m.

Next meeting: October 12, 2026 *Budget Adoption

Respectfully recorded,

Eric Hinderliter, JCPL Director

Tracy Carpenter

Jessica Cook

Amy Hawbaker

Liz Lawson

Dolphus Stephens