



Dr. Shawn Greiner
Superintendent, West Lafayette Community Schools
1130 North Salisbury Street
West Lafayette, Indiana 47906

June 21, 2022

Dear Dr. Greiner,

The School Board's appointment of Martha Altschaeffl to the West Lafayette Public Library Board of Trustees ends on June 30th of this year.

Mrs. Altschaeffl is eligible for another four (4) year appointment to the Library Board and she has expressed she will welcome the reappointment.

Martha has been active in the Library's construction/remodeling project, serving on committees and working with other library board members and staff to bring the project to a successful conclusion.

She is currently the Library Board's Secretary.

I will be glad to attend the July School Board meeting in support of her reappointment if it is possible to place this appointment on the Board Agenda.

If you have any questions about the appointment, I'll be glad to respond.

I've enclosed the library board appointment form for you.

My best,

A handwritten signature in black ink, appearing to read "Nick Schenkel". The signature is fluid and cursive, written over the printed name below.

Nick Schenkel, West Lafayette Public Library

nick@wlaf.lib.in.us; 743-2261



CERTIFICATE OF APPOINTMENT – PUBLIC LIBRARY BOARD MEMBER

Form for Class I Libraries

State Form 31873 (R5 / 5-17)

INSTRUCTIONS: (See IC 36-12-2-19; IC 5-4-1-1.2; IC 5-4-1-4)

- 1. Appointing Authority completes the "Appointment" section then delivers this Certificate of Appointment to the board appointee in person or by mail.
- 2. Within 10 days of receiving the Certificate of Appointment, the library board appointee must take the oath of office and ensure the "Oath of Office" section is completed. The oath may be administered by the circuit court clerk, a notary public, or anyone else authorized under IC 33-42-4-1 or IC 33-42-9-7 to administer oaths.
- 3. The library board appointee must file the completed Certificate of Appointment with the library and with the clerk of the circuit court of the county in which the library is located. **The form must be filed with the clerk of the circuit court not later than 30 days after the board term begins.**

APPOINTMENT

I/We Rachel Witt
Name(s) of Official(s)

President, of
Title(s)

West Lafayette Community School Corporation of West Lafayette, Indiana
Name of Appointing Authority(ies) *Municipal Corporation(s)*

hereby certify that I/we have duly appointed Mrs.. Martha Altschaeffl to the
West Lafayette Public Library Board,

said term beginning on the 1st day of July, 2022 and ending on the 30th day of June, 2026.

- This is a full 4-year term. - OR -
- This is a partial term to complete the unexpired term of _____
Name of Appointee Being Replaced

WITNESS, MY HAND AND OFFICIAL SEAL, THIS 8th DAY OF August, 2022.

Signature of appointing official or attesting officer

(Additional line for signatures if joint appointment occurs)

OATH OF OFFICE

STATE OF INDIANA)
)
) SS
Tippecanoe COUNTY)

I, the undersigned, do hereby solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of Indiana and to the best of my ability will faithfully, impartially, and diligently discharge the duties and accept the responsibilities of a member of the Library Board of the WEST LAFAYETTE Public Library, and that I will observe and obey all the laws relating to said office now in force or which may hereafter be enacted during my term of service.

Mrs. Martha Altschaeffl
Name of Appointee

Signature of Appointee

SUBSCRIBED AND SWORN TO ME THIS _____ DAY OF _____, 20____.

Signature

Printed Name

Title

If the person administering the oath is a notary public, add the county of residence and date of commission expiration.

County of Residence _____ Date Commission Expires ____/____/____