

MINUTES OF THE SPECIAL CALLED YEAR END MEETING

BOARD OF TRUSTEES

NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY

DECEMBER 29, 2016

Presiding Officer: Mr. Jerry Payton, Vice President

Board Members present: Mr. Roger Whaley, Mr. Steve Burks, and Ms. Pamela Poe

Board Members absent: Mr. Tonye Rutherford, Ms. Gabrielle Carr, and Ms. Sandra French

Board Attorney: Mr. Jason Lopp was not present.

Staff Members present: Melissa Merida, Carolyn Gerton, and Erin McCorkle

Guests present:

PUBLIC INPUT

None

NEW BUSINESS

Technology Plan approval:

Ms. Merida explained that a Technology Plan has been in place, but needs to be approved by the Board in 2016. The plan has been edited to be more succinct and target dates have been added to give a timeline for implementation. Ms. Merida will bring it back next year to be approved for 2017. The plan covers the years 2016 through 2019, but will be brought back annually for review.

Mr. Burks moved: That the Technology Plan 2016-2019 be approved.

Seconded by: Mr. Whaley

Discussion:

Mr. Burks asked that the minutes reflect that the plan is to be brought up every year to be tweaked to reflect advances in technology. Mr. Payton asked what phones the plan refers to. Ms. Merida explained that it refers to the main phone system and one cell phone (the PIC phone). Ms. Merida would like to review the phone system to look for better options that may be available. Currently, two employees receive reimbursements for a portion of their cell phone bills. This is another area that can be reevaluated. Mr. Burks pointed out that cell phone stipends must be counted as income. Getting the PIC (Person-In-Charge) phone opened the door to a government contract with Verizon. There was a discussion about the low cost of adding lines to the current cell phone provider. Mr. Whaley also suggested the option of internet based phones. This issue will be revisited early next year.

Motion: approved

FINANCIAL REPORTS

Resolution for transfers:

Ms. Merida reported that the library ended the year financially with a positive amount. It was not necessary to borrow from the Rainy Day Fund. Some appropriations were in the negative and transfers need to be approved before the end of the year. (copy appended)

Mr. Whaley moved: That the Resolution for transfer of funds within the same major category (16-FIN-005) be approved.

Seconded by: Ms. Poe

Discussion:

Ms. Merida explained that Budget Item #360 was significantly in the red because money from LIRF was never moved over as originally planned.

Motion: approved

Other Discussion:

Ms. Poe stated that she was impressed with an article regarding the Indiana Room in *Computers in Libraries* magazine. The article was about Holly Hensley’s project to create calendars using the Library’s archival photos.

Accounts Payable Register:

Mr. Whaley moved: That the Accounts Payable Register be approved.

Seconded by: Ms. Poe

Motion: approved

ADJOURNMENT

As there was no further business the meeting was adjourned.

Reviewed and approved by the Board of Trustees.....January 23, 2017

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