

**MINUTES OF THE REGULAR MONTHLY MEETING**  
**BOARD OF TRUSTEES**  
**NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY**  
**SEPTEMBER 26, 2016**

Presiding Officer: Mr. Tonye Rutherford, President

Board Members present: Ms. Sandra French, Ms. Gabrielle Carr, Mr. Roger Whaley, Ms. Pamela Poe, Mr. Jerry Payton, and Mr. Steve Burks

Board Members absent: None

Board Attorney: Mr. Jason Lopp was present

Staff Members present: Melissa Merida, Carolyn Gerton, Erin McCorkle, Kaitlyn Markert, Cyndi Kepley, Sandra Fortner, Abby Johnson, Luis Munoz, Paulette Gibbs, and Marilyn Powell

Guests present:

**APPROVAL OF CONSENT AGENDA**

- A. Approval and signing of Board minutes of August 22, 2016*
- B. Set Board Meeting for October 24, 2016*
- C. Approval of Bills and Invoices to be paid*
- D. Items to be declared surplus*

Ms. Carr moved: That the consent agenda be approved as read.

Seconded by: Mr. Whaley Motion: approved

**PUBLIC INPUT**

None

**PERSONNEL**

Sandra Fortner stated that there was nothing to report this month.

**DIRECTOR'S REPORT**

Remodeling of Upper Circulation:

Ms. Merida reported that the Circulation area upstairs has been remodeled. Some new cabinets were purchased for staff members in that department. The old Circulation Office will be turned back into a public meeting room. It is hoped to be finished by end of this week. Judge Maria Granger has requested to hold weekly meetings at the library and this space may be able to meet those needs. Mr. Rutherford asked what's the purpose for these meetings. Ms. Merida stated that she is unsure at this time.

#### Statewide Remote Circulation System:

Ms. Merida reported that SRCS is going well. SRCS is a statewide patron-initiated request system that works with a variety of ILS systems. The new system went live on August 15, 2016.

#### Landscaping around the grounds:

Ms. Merida explained that the landscaping work done by volunteers went well. It would have cost thousands to hire someone to do the work. Mulch and dirt were purchased at cost. A couple of contractors have been asked to submit bids for the back parking lot work but none has been received at this time. Mr. Whaley commented that the concrete planters in the back parking lot are a good idea. There have been no complaints about the use of the two parking spaces being blocked off.

#### Staff meeting:

Ms. Merida stated that a new mission statement was developed at the last staff meeting. Posters were hung in the auditorium of suggestions by the staff for the new strategic plan. The board was encouraged to make suggestions if they had any.

### **OLD BUSINESS**

#### Library Foundation:

Jason Lopp stated that the remaining Foundation Board members are Roger Whaley and Dale Gettelfinger. The bylaws state the Library Director is also considered a member of the board. Paula Parker may still be a member as well. Those remaining board members can call a special meeting to propose additional members to the Foundation Board by a majority of the vote of current members. That proposal would then come to the library board for them to vote on new members. Current bylaws show a board of seven members. The library board can make suggestions for Foundation Board members. After their board members have been appointed the Foundation Board must hold a meeting to select their officers. Ms. Merida stated that two people have already agreed to serve on the board. Other names were discussed. The Foundation can add more members if they wish after the seven board members are appointed.

Ms. Merida stated that when filing paperwork it is required that board members' names be listed and the bank account set dormant so long that it was shut down. To reinstate the account Foundation Board minutes stating officers, including the treasurer need to be presented to the bank. Jason Lopp suggested that appointments to vacancies be staggered to avoid all terms expiring at the same time. Some terms could last two or three years and others four years. Initially terms were staggered to prevent such occurrences. More discussion followed regarding who will contact which candidates.

#### 2017 Budget Adoption:

Ms. Carr moved: That the 2017 Budget be adopted as presented.

Seconded by: Mr. Burks

Motion: approved

Ms. Merida stated that she has to turn the budget into Gateway and the board needs to mark their vote and sign accepting as presented. (copy appended)

### **NEW BUSINESS**

#### Library Mission Statement:

Ms. Merida stated that the board needs to vote to approve the new mission statement. It will need to be submitted to the State Library. The mission statement is as follows: To support the growth & creativity of an engaged, informed, and connected community.

Ms. Carr moved:      That the new mission statement be approved as read.

Seconded by: Ms. French

Motion: approved

**ADJOURNMENT**

As there was no further business the meeting was adjourned.

Reviewed and approved by the Board of Trustees.....October 24, 2016

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