### MINUTES OF THE REGULAR MONTHLY MEETING

### **BOARD OF TRUSTEES**

#### NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY

### **NOVEMBER 12, 2018**

Presiding Officer: Mr. Roger Whaley, Vice President

Ms. Gabrielle Carr, Ms. Pamela Poe, and Mr. Tonye Rutherford Board Members present:

Board Members absent: Mr. Steve Burks, Ms. Ann Carruthers, and Ms. Amy Niemeier

Board Attorney: Mr. Jason Lopp was present.

Staff Members present: Melissa Merida, Sandra Fortner, Erin McCorkle, Abby Johnson,

Laura Wilkins, Luis Munoz, and Eileen Yanoviak

Pastor David Cowden Guests present:

# APPROVAL OF CONSENT AGENDA

A. Approval and signing of Board minutes of October 1, 2018B. Set Board Meeting for December 10, 2018

C. Approval of Bills and Invoices to be paid

D. Items to be declared surplus

Mr. Whaley pulled *Item B* from the Consent Agenda.

That the remainder of the Consent Agenda be approved. Mr. Rutherford moved:

Seconded by: Ms. Carr Motion: approved

Mr. Rutherford moved: That the Christ Tabernacle Church Update be moved up from Old

Business.

Seconded by: Ms. Carr Motion: approved

Christ Tabernacle Church Update:

Jason Lopp and Pastor David Cowden discussed the easement that has been developed regarding the proposed construction at Christ Tabernacle Church. Mr. Lopp explained the difference between the temporary construction easement and the permanent easement. The Board discussed the details of the arrangement.

Ms. Carr moved: That the temporary and permanent easements with additional caveats be

approved.

Seconded by: Mr. Rutherford Motion: approved

#### **PUBLIC INPUT**

Laura Wilkins gave an update on the Library's Frankenstein programming. 378 people attended the ten programs, and over 1,300 people visited the Harvest Homecoming booth.

Abby Johnson presented numbers about checkout activity at the Galena Branch. She is pleased with how well things are going.

Mr. Whaley reminded the Board about the Library's upcoming Holiday party on December 7.

Eileen Yanoviak updated the Board on the Carnegie Center. In October, 2,223 people were served and the Carnegie received a Gheens Foundation grant to expand their education program.

### **PERSONNEL**

Sandra Fortner reported two new hires: Douglas Lynch and John Froman. They are part-time Building Services team members.

### **DIRECTOR'S REPORT**

Ms. Merida gave an update on construction and projects within the Library. Recent developments include ordering a bench for Suellen Wilkinson's memorial and the potential to set up digital Library cards for Floyd County students.

Insurance update: several areas of concern were discussed. These include volunteer background checks, serving alcohol at events, and the skate park.

## **FOUNDATION REPORT**

Mr. Whaley stated that the Foundation Board would like direction from the Library Board about fundraising activities. He would like the Board to consider it and bring it back for discussion next month.

## **OLD BUSINESS**

Review Board Bylaws:

The Board reviewed the Bylaws. Ms. Carr pointed out an error.

Mr. Rutherford moved: That the Bylaws be approved as revised.

Seconded by: Ms. Carr Motion: approved

Review Computer Use Policy:

Ms. Carr moved: That the Computer Use Policy be approved.

Seconded by: Mr. Rutherford Motion: approved

E-rate Update:

The Board previously approved the E-rate Commitment but signed on the "nay" column. To be valid, the document must be re-signed and resubmitted.

Ms. Carr moved: That the E-rate Commitment be approved. (copy appended)

Seconded by: Mr. Rutherford Motion: approved

### **NEW BUSINESS**

Makerspace Use Policies:

Ms. Carr moved: That the Makerspace Use Policies be approved.

Seconded by: Mr. Rutherford Motion: approved

Library Per Diem policy:

Ms. Carr moved: That the Per Diem Policy be approved.

| Seconded by: Mr. Rutherford   | Motion: approved  |
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| Board Treasurer for 2019:   |   |
| Mr. Rutherford moved:   | <u>That</u> Gabrielle Carr be reappointed Board Treasurer for 2019.   |
| Seconded by: Ms. Poe  | Motion: approved  |
| Integrity One Technologies: A credit application n One's scanning services.   | nust be signed in order for the Library to be billed for Integrity    |
| Mr. Rutherford moved:   | <u>That</u> the Integrity One Technologies application be approved.   |
| Seconded by: Ms. Carr   | Motion: approved  |
| Set Board Meeting for Decen<br>The Board discussed contacted for their input. | nber: possible dates for the December meeting. Absent members will be |
| <u>ADJOURNMENT</u>  |   |
| As there was no furth   | er business the meeting was adjourned.                                |
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| Reviewed and approved by the  | ne Board of TrusteesDecember 6, 2018                                  |
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