

MINUTES OF THE REGULAR MONTHLY MEETING

BOARD OF TRUSTEES

NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY

NOVEMBER 11, 2019

Presiding Officer: Roger Whaley, President

Board Members present: Steve Burks, Gabrielle Carr, Pamela Poe, Tonye Rutherford, Amy Niemeier, and Ann Carruthers

Board Members absent:

Board Attorney: Mr. Jason Lopp was present

Staff Members present: Melissa Merida, Sandra Fortner, Erin McCorkle, Laura Wilkins, Amanda Harris, Eileen Yanoviak, and Luis Munoz

Guests present: None

APPROVAL OF CONSENT AGENDA

- A. Approval and signing of Board minutes of October 1, 2019 meeting*
- B. Set Board Meeting for December 9, 2019*
- C. Approval of Bills and Invoices to be paid*
- D. Items to be declared surplus*

Mr. Rutherford moved: That the consent agenda be approved.

Seconded by: Mr. Burks Motion: approved

PUBLIC INPUT

None

PERSONNEL

Sandra Fortner had no news to report.

DIRECTOR'S REPORT

Library Updates:

There is a job posting for a Children's Librarian.

The Board is invited to the Staff Holiday party on December 7, the Building's 50th anniversary rededication on December 9, and Carolyn Gerton's retirement party on December 2.

The Library will be in partnership with Duke Energy for the upcoming Winter Reading Program.

RFPs are being sent out to RFID companies. They will be opened at the December 9 Board meeting and a vote will take place at the final meeting of the year.

FOUNDATION REPORT

Mr. Whaley explained the Foundation handout in the Board's packets and stated that the Foundation is doing well.

OLD BUSINESS

Author contract:

Mr. Lopp wrote a Consent to Engage in Outside Employment, which is an agreement between the Board and Eileen Yanoviak to allow her to write a book as discussed in previous meetings.

Ms. Carr moved: That the contract be approved.

Seconded by: Ms. Niemeier

Motion: approved

NEW BUSINESS

Capital asset resolution:

Ms. Merida explained the Resolution to Establish a Capital Asset Threshold (19-FIN-008) and new legislation that affects it. (Copy appended)

Mr. Rutherford moved: That the Capital Asset Resolution be approved.

Seconded by: Ms. Carr

Motion: approved

2020 Calendar:

Ms. Merida presented the 2020 Holiday and Closing Calendar and pointed out several dates of interest. (Copy appended).

Ms. Carr moved: That the 2020 Calendar be approved.

Seconded by: Ms. Niemeier

Motion: approved

Whistleblower Policy:

Ms. Merida explained the policy (POL-19-S-003). (Copy appended).

Mr. Rutherford moved: That the Whistleblower Policy be approved.

Seconded by: Ms. Carr

Motion: approved

July 4th Friends book sale:

The Friends of the Library book sale is held every first and third Saturday. They are asking for permission to hold the July 4 sale even though the Library will be closed for the holiday.

Ms. Niemeier moved: That there will **not** be a Friends book sale on July 4, 2020.

Seconded by: Ms. Carruthers

Ayes: Ms. Niemeier, Ms. Carruthers, and Mr. Burks

Nays: Mr. Rutherford and Ms. Poe

Abstain: Ms. Carr

Motion: approved

Internal control policy:

The Internal Controls have been updated to include a section on vehicles. Capital Assets is also a part of Internal Controls now. (Copy appended).

Mr. Burks moved: That the Internal Control Policy be approved.

Seconded by: Mr. Rutherford

Motion: approved

Elect Board Treasurer:

Ms. Carr is willing to remain the Board Treasurer for 2020.

Ms. Carruthers moved: That Ms. Carr be appointed Treasurer for 2020.

Seconded by: Mr. Rutherford

Motion: approved

December Year-End Meeting:

The Board agreed to set the year-end meeting for 11am on December 30.

ADJOURNMENT

As there was no further business the meeting was adjourned.

Reviewed and approved by the Board of Trustees.....December 9, 2019











