

**MINUTES OF THE REGULAR MONTHLY MEETING**  
**BOARD OF TRUSTEES**  
**NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY**  
**AUGUST 10, 2020**

Presiding Officer: Pamela Poe, Vice President

Board Members present: Gabrielle Carr, Ann Carruthers, Amy Niemeier, and Roger Whaley

Board Members absent: Steve Burks and Tonye Rutherford

Board Attorney: Jason Lopp was not present

Staff Members present: Melissa Merida, Sandra Fortner, Erin McCorkle, Eileen Yanoviak, Laura Wilkins, Luis Munoz, Brenda Kennedy-Snyder, and Teresa Moulton

Guests present: None

The Board of Trustees meeting was held electronically on Zoom due to Covid-19.

**APPROVAL OF CONSENT AGENDA**

- A. Approval and signing of Board minutes for July 13 meeting*
- B. Approval of Bills and Invoices to be paid*
- C. Set Board meeting for September 14*

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

Seconded by: Ms. Carr

Ayes: Ms. Carr, Ms. Carruthers, Ms. Poe, and Mr. Whaley  
Nays: None

Motion: approved

**PUBLIC INPUT**

Luis Munoz reported that the newest StoryWalk has been installed in Hammersmith Park.

**PERSONNEL**

Sandra Fortner had no news to report.

**DIRECTOR'S REPORT**

Ms. Merida thanked Luis Munoz, Abby Johnson, Office Depot, and the Parks Department for work on the StoryWalk. She congratulated Sandra Fortner for a great job navigating virtual staff insurance renewals.

The Board discussed reopening plans beyond the currently offered services. Right now the front lobby and computers are open. Ms. Merida would like to reopen the rest of the upper level, but only if there is a way that maintains safety for the staff. If the Library has a verified Covid case requiring quarantine, we want to maintain services without closure.

The Friends of the Library are working towards restarting book donations. They are looking into the feasibility of an online sale because social distancing in the Annex is impossible.

**FOUNDATION REPORT**

Mr. Whaley reported that the Foundation’s account has almost recovered to pre-Covid levels. The next Foundation meeting will be in September.

**OLD BUSINESS**

Covid policy updates:  
Ms. Merida had no news to report.

**NEW BUSINESS**

E-rate agreement:  
This agreement is necessary for the Library to qualify for E-rate (copy appended).

Ms. Carr moved: That the E-rate Agreement for 2021-2022 be approved.

Seconded by: Ms. Carruthers

Ayes: Ms. Carr, Ms. Carruthers, Ms. Poe, and Mr. Whaley  
Nays: None Motion: approved

Set dates for Budget Hearing and Budget Adoption:  
The budget hearing will be at the September 14 Board meeting. The Budget Adoption will be at the October 5 Board meeting.

Carnegie Roof:  
Some roof repairs were made last year. The same company will return to repaint the metal portion of the roof. The quote is about \$26,000 and Carnegie Inc. has approved to cover that cost. The donation and invoice will go through the Library’s accounting system.

Carnegie Paid Positions:  
Julie Morris has resigned as the bookkeeper of Carnegie Inc. and they would like to hire a replacement. The Board discussed the issue that a person who is not a Library employee will be on-site at the Carnegie being supervised by Library staff. The Board recommended a memorandum of understanding to ensure all parties are clear about expectations. Ms. Merida will consult with Ray Haley and bring the memorandum to the Board for approval.

Tonye Rutherford:  
Tonye Rutherford has resigned from the Library Board. Ms. Merida read his resignation letter to the Board and will submit it to the County Commissioners.

Mr. Whaley moved: That Mr. Rutherford’s resignation be accepted.

Seconded by: Ms. Carr

Ayes: Ms. Carr, Ms. Carruthers, Ms. Poe, and Mr. Whaley  
Nays: None Motion: approved

Resolution to Encumber Purchase Orders:  
There is a new criteria from DLGF that requires the Board to give approval when money is carried over from one year to the next. This resolution acknowledges that we encumbered funds at the end of 2019 (copy appended).

Ms. Carr moved: That the Resolution (20-FIN-003) be approved.

Seconded by: Mr. Whaley

Ayes: Ms. Carr, Ms. Carruthers, Ms. Poe, and Mr. Whaley  
Nays: None Motion: approved

**ADJOURNMENT**

As there was no further business the meeting was adjourned.

Reviewed and approved by Board of Trustees.....September 14, 2020

Pamela D. Pe

Steve Bunt

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