

MINUTES OF THE REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY
DECEMBER 7, 2020

Presiding Officer: Pamela Poe, President

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

Board Members absent: Steve Burks

Board Attorney: Jason Lopp was not present

Staff Members present: Melissa Merida, Sandra Fortner, Erin McCorkle, Luis Munoz, Brenda Kennedy-Snyder, Laura Wilkins, and Abby Johnson

Guests present: None

The Board of Trustees meeting was held in the Strassweg Auditorium.

APPROVAL OF CONSENT AGENDA

- A. Approval and signing of Board minutes for November 2 meeting*
- B. Set Board meeting for January 4*
- C. Approval of Bills and Invoices to be paid*

Ms. Poe asked that item C be removed to consider under New Business.

Mr. Whaley moved: That Items A and B of the consent agenda be approved.

Seconded by: Ms. Carr

Motion: approved

PUBLIC INPUT

None

PERSONNEL

Sandra Fortner reported one promotion and one resignation. Melinda Borie was selected to fill the Collection Development position. Dan Pfalzgraf is resigning as the Carnegie Curator on December 15. Interviews are now being conducted for the Genealogy Librarian position.

DIRECTOR'S REPORT

Ms. Merida is continuing to work with Ron Stiller and the Carnegie staff to transition leadership and clean up Carnegie Inc. This is a great opportunity to conduct some focus groups and decide what direction the Carnegie should go and whether staffing should be restructured.

Ms. Merida asked the Board for input about how to handle COVID-19 and the holidays. One possible option is to go curbside for the first two weeks of January as a preventive measure.

Because of the spending freeze during COVID-19, we will have a surplus of money to spend at the end of the year to have the correct amount of carryover. Ms. Merida discussed the projects she wanted to start.

FOUNDATION REPORT

The Foundation has given the Library its annual distribution, which is \$8,000 this year. \$1,000 of that will go toward the National Registry application.

OLD BUSINESS

Internal Control Updates/Additions:

These had been tabled for further review at the last meeting.

Ms. Carr moved: That the Internal Controls be approved.

Seconded by: Ms. Niemeier

Motion: approved

NEW BUSINESS

Director's Evaluation:

The Board discussed different tools used for evaluating the Director and staff. Ms. Merida offered to fill out her evaluation using the currently approved form. If the Board wishes to change the evaluation method, they can discuss it at the next meeting.

Ms. Carruthers moved: That this issue be tabled.

Seconded by: Ms. Carr

Motion: approved

Board Bylaws:

The Bylaws need to be updated to reflect that Board meetings are now held on the first Monday of the month. Some additional revisions are necessary and will be presented at the January meeting.

Ms. Carr moved: That the meeting dates be updated in the Board Bylaws.

Seconded by: Mr. Whaley

Motion: approved

Set date for year-end meeting:

The Board agreed that they would prefer to meet on Zoom. They selected December 29 at 11:00 am.

January meeting:

The Board decided to move January's meeting to Wednesday, January 13 at 5:30 pm.

Consent agenda Item C:

Mr. Whaley moved: That item C be approved.

Seconded by: Ms. Carr

Motion: approved

Treasurer's Oath of Office:

Ms. Niemeier took the Oath for 2021 and signed the Treasurer's bond.

ADJOURNMENT

As there was no further business the meeting was adjourned.

Reviewed and approved by Board of Trustees.....January 13, 2021

Ann Cavaynes

Pamela Pe

R. S. ...

Cathy ...

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