

**MINUTES OF THE REGULAR MONTHLY MEETING**  
**BOARD OF TRUSTEES**  
**NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY**  
**JANUARY 13, 2021**

Presiding Officer: Pamela Poe, President

Board Members present: Steve Burks, Ann Carruthers, Erica Lawrence (new appointee – observing), Amy Niemeier, and Roger Whaley

Board Members absent: Kate Moore (new appointee)

Staff Members present: Melissa Merida, Sandra Fortner, Erin McCorkle, Laura Wilkins, Abby Johnson, Heather Wyss, Brenda Kennedy-Snyder, Luis Munoz, Jamie Beaven, Teresa Moulton, and Amanda Harris

The Board of Trustees meeting was held on Zoom at 5:30pm.

**ELECTION OF OFFICERS**

Mr. Whaley moved: That Ann Carruthers serve as the Board President for 2021.  
Seconded by: Ms. Poe

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

Motion: approved

Ms. Niemeier moved: That Steve Burks serve as Vice President and Roger Whaley serve as Secretary for 2021.  
Seconded by: Mr. Whaley

Ayes: Ms. Carruthers, Ms. Niemeier, Ms. Poe, and Mr. Whaley  
Nays: None  
Abstain: Mr. Burks

Motion: approved

Ms. Carruthers took over the meeting as President.

**Appoint Committees:**

Ms. Merida encouraged any interested members to volunteer for the Building Committee, Supporting Non-Profit Groups Committee, and Finance Committee.

**APPROVAL OF CONSENT AGENDA**

- A. Approval and signing of Board minutes for December 7 and December 29 meeting*
- B. Set annual Board meeting dates*
- C. Set Board meeting for February 1*
- D. Approval of Bills and Invoices to be paid*

Mr. Whaley moved: That the Consent Agenda be approved.  
Seconded by: Ms. Poe

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

Motion: approved

Mr. Burks moved: That the September meeting be held on 9/13 due to the Labor Day holiday.  
Seconded by: Mr. Whaley

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

Motion: approved

### **PUBLIC INPUT**

Laura Wilkins reported that 690 young people have signed up for Recbar Readers. The Carnegie is preparing for a George Morrison exhibition that opens February 5. Abby Johnson thanked the Board, Ms. Merida, and Ms. Fortner for approving the Collection Development Librarian position that was filled by Melinda Borie.

### **PERSONNEL**

Sandra Fortner reported that Librarian Greg Rothenberger will retire at the end of January. Allison Kilberg has been hired as the Genealogy Librarian effective February 1 and will relocate from Illinois. Part-time Customer Service Liaison Gretchen Garrett is resigning at the end of January to complete her senior year of nursing school.

Several staff were recognized for reaching years of service milestones:

- 5 Years – Al Gorman and Mark Holbrook
- 15 Years – Sandra Fortner
- 20 Years – Theresa Wiseman
- 35 Years – Dana Baker and Suzanna Roberson
- 45 Years – Lynn Loi

### **DIRECTOR'S REPORT**

Construction continues on the lower level, and the auditorium is about halfway finished. The projects that were discussed at the previous meeting have been encumbered.

The Indiana State Department of Health is planning to partner with libraries to help residents register for COVID-19 vaccinations.

There are some great Black History Month programs coming up, including a virtual wellness fair and virtual art for children with muralist Jaylin Stewart.

### **FOUNDATION REPORT**

Mr. Burks moved: That Mr. Whaley serve as the Foundation Liaison for 2021.  
Seconded by: Ms. Carruthers

Ayes: Mr. Burks, Ms. Carruthers, Ms. Niemeier, and Ms. Poe  
Nays: None  
Abstain: Mr. Whaley

Motion: approved

### **OLD BUSINESS**

#### **Director's Evaluation:**

Ms. Merida submitted her 2020 Accomplishment and Growth Plan to the Board on December 31 for review (copy appended).

Mr. Whaley moved: That the Board accept Ms. Merida's evaluation.  
Seconded by: Ms. Niemeier

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

Nays: None

Motion: approved

Resolution to encumber purchase orders:

The Board reviewed the official version of the purchase order resolution passed at the previous meeting.

Resolution for correction of year-end transfers:

Ms. Merida explained that resolution 21-FIN-001 (copy appended) corrects an error in the previous meeting's year-end transfers.

Ms. Carruthers moved: That 21-FIN-001 be approved.

Seconded by: Ms. Niemeier

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

Nays: None

Motion: approved

**NEW BUSINESS**

Quarterly PLAC Report:

No PLAC cards were sold this quarter.

Annual Approval of Salary Chart:

Mr. Burks moved: That the 2021 Salary Chart be approved (copy appended).

Seconded by: Ms. Niemeier

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

Nays: None

Motion: approved

Update Board Bylaws:

Mr. Burks moved: That this issue be tabled.

Seconded by: Ms. Poe

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

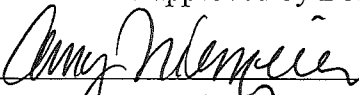


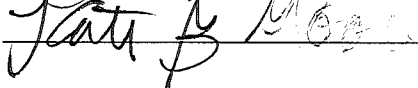
Nays: None


Motion: approved

**ADJOURNMENT**

As there was no further business the meeting was adjourned.

Reviewed and approved by Board of Trustees.....February 1, 2021

  
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