

MINUTES OF THE REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY
NOVEMBER 1, 2021

Presiding Officer: Ann Carruthers, President

Board Members present: Steve Burks, Erica Lawrence, Kate Moore, Amy Niemeier, Pamela Poe, and Roger Whaley

Board Members absent:

Staff Members present: Melissa Merida, Sandra Fortner, Erin McCorkle, Laura Wilkins, Abby Johnson, and Jeremiah Dixon

Guests present: Jonathan Moore

The Board of Trustees meeting was held in the Strassweg Auditorium at 5:40 pm.

APPROVAL OF CONSENT AGENDA

- A. Approval and signing of Board minutes for October 4 meeting*
- B. Approval of Bills and Invoices to be paid*
- C. Set Board Meeting for December 6*
- D. Table discussion to update Board Bylaws*

Mr. Burks moved: That the consent agenda be approved.
Seconded by: Mr. Whaley
Motion: approved unanimously

PUBLIC INPUT

Abby Johnson reported that circulation numbers have returned to levels comparable to pre-pandemic times.
Laura Wilkins reported that Carnegie's latest exhibit, *Debra Clem: Surface & Illusion*, had a very successful opening and will run through January 22.

PERSONNEL

Sandra Fortner announced one resignation. Network Administrator Jeremy Givens has accepted another job and will leave November 12.

DIRECTOR'S REPORT

Ms. Merida is working on transition plans to ensure that IT services are covered from the time Jeremy Givens leaves until Ieshia Johnson returns from maternity leave in January.
Upper level carpet replacement at Central began today. RFID gates, new self-checkouts, and automated material handling equipment will also be installed this week.
The Carnegie lower level basement is being remodeled right now. We received an insurance claim for water damage in the East Gallery, which is estimated at \$10,000 of damage. Repairs will require removing the façade to repair and clean the plaster, and then reinstalling the wall. The work is expected to be done before the end of the year.

FOUNDATION REPORT

Mr. Whaley had no news to report.

OLD BUSINESS

Chiller RFP vote:

Jonathan Moore of Kerr-Greulich Engineers gave a comparison of the three chiller replacement bids. An air-cooled chiller was the more cost-effective option compared to a water-cooled chiller and tower. Each proposal was rated for overall price, completeness of proposal, references, and service agreement. Out of a maximum score of 100, Intertech Mechanical scored 95, Walker Mechanical scored 85, and Alliance Comfort Systems scored 75. Three additional service agreements (chemical treatment, building automation, and preventative maintenance) were considered, but the Library will decline all three bidders on those. Bidders were also asked to include a \$25,000 allowance to replace corroded piping that extends from the exterior of the building to the mechanical room.

Mr. Moore recommended Intertech's bid. The total cost of the bid is \$226,994, which was the lowest of the three.

Mr. Burks moved: That the bid from Intertech Mechanical be accepted.

Seconded by: Ms. Niemeier

Motion: approved unanimously

NEW BUSINESS

E-rate commitment:

This yearly commitment allows us to join the Indiana State Library Consortium for Public Library Internet Access. This agreement covers July 1, 2022 through June 30, 2023.

Ms. Niemeier moved: That the E-rate commitment be approved.

Seconded by: Ms. Moore

Motion: approved unanimously

Front porch plans:

Ms. Merida presented construction plan drawings for a front porch renovation. Proposed improvements include an ADA-compliant ramp, a new landscaped area, removal of the lower front steps, and a new seating area with Suellen Wilkinson's memorial bench. Construction would take approximately one month to complete.

Ms. Niemeier moved: That the Library move forward with the plans as described.

Seconded by: Mr. Burks

Motion: approved unanimously

Update unattended child policy:

The unattended child policy exists in several versions, and it is unclear which of them was approved by the Board. The Board discussed the age limits and agreed that children under 10 must be directly supervised by a guardian over the age of 16. The policy will be revised and brought back for approval.

ADJOURNMENT

As there was no further business the meeting was adjourned.

Reviewed and approved by Board of Trustees.....December 6, 2021

Erica Lawrence
RSB
Kate S. Olson
Ann Conner

