

MINUTES OF THE REGULAR MONTHLY MEETING

BOARD OF TRUSTEES

NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY

FEBRUARY 6, 2023

Presiding Officer: Roger Whaley, President

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

Board Members absent: None

Staff Members present: Melissa Merida, Sandra Fortner, Erin McCorkle, Laura Wilkins, Payton Barger, and Luis Munoz

CALL TO ORDER

The Board of Trustees meeting was called to order in the Jane Barth Anderson meeting room at the Carnegie Center for Art & History at 5:34 pm.

APPROVAL OF CONSENT AGENDA

- A. Approval and signing of Board minutes for January 9 meeting*
- B. Approval of Bills and Invoices paid*
- C. Table discussion to update Board Bylaws*
- D. Items to be declared surplus*

Mr. Burks moved: That the Consent Agenda be approved.
Seconded by: Ms. Niemeier
Motion: approved unanimously

PUBLIC INPUT

Luis Munoz reported that Recbar Readers is off to a great start. There were 165 people at the launch party, and 1,130 people have already signed up for the program. Nine businesses are participating this year.

PERSONNEL

Sandra Fortner reported one resignation and one new hire. Adult Services Librarian Cierra Bell resigned and her last day of work was January 21. Payton Barger began work today as the Social Services Leader.

Staff service recognitions:

Stephanie Johnson, Albert Macklin, Charles Nance, BP Williams, and Heather Wyss are celebrating five years at the Library.
Ieshia Johnson is celebrating ten years at the Library.

DIRECTOR'S REPORT

Ms. Merida reported that instituting a 24-hour notice for storytime books seems to have met the public's needs at this time. Storytime attendance numbers have been very good lately.

Annual reporting is underway and is about halfway done. Reports are due by the end of February.

The grant for the 150 hotspots has ended. Ms. Merida recommends ending the service in March due to its many problems. It takes enormous amounts of staff time to manage the program due to devices being frequently lost, stolen, or missing. Additionally, T-Mobile has not yet gotten the grant correctly charged, and the bill is never right. Ms. Merida agreed that hotspots are a great service, and popular with patrons. However, T-Mobile's software and our circulation software do not align, resulting in extreme amounts of IT staffing hours. Continuing would require adding a designated position. The Board discussed the program and possible options. Ms. Merida will look into alternatives to ending the program, and report to the Board next month.

Ms. Merida met with Jerry Finn to discuss further details of the Town Clock Church partnership. She reported that the future exhibit space is fantastic.

FOUNDATION REPORT

Mr. Whaley discussed the Foundation's investment summary handout. Although the account is down for the month, it has significantly increased since inception in 2017.

COMMITTEE REPORTS

Supporting Groups Committee – draft guidelines:

The Supporting Non-Profit Groups Committee met to look at the Library's three supporting groups (Foundation, Friends, and Carnegie Inc). Ultimately, this Board governs the supporting groups. Each one operates under different expectations, so these guidelines are designed to streamline how everyone works together. Liaisons will be chosen for Friends and Carnegie Inc. A final version of the guidelines will be brought back for a vote at the next meeting.

OLD BUSINESS

Appoint Board committees:

The Building Committee will be Mr. Whaley, Mr. Burks, and Ms. Poe.

The Supporting Non-Profit Groups Committee will be Ms. Carruthers, Ms. Niemeier, and Ms. Ziady.

A new committee for this year, the Town Clock Church Committee, will be Ms. Lawrence, Mr. Burks, and Mr. Whaley.

March Board meeting date:

Ms. Merida will be out of town on March 6, and asked if the Board would like to change that meeting to a different date.

Ms. Poe moved: That the March Board meeting be moved to March 13.

Seconded by: Ms. Ziady

Motion: approved unanimously

NEW BUSINESS

Salary Chart:

Ms. Merida explained the updates on the salary chart. Most of the staff will get raises. The Board pointed out some errors.

Mr. Burks moved: To accept the Salary Chart with the corrections mentioned.

Seconded by: Ms. Carruthers

Motion: approved unanimously

Updated job descriptions:

Four changes are being requested. Melissa Merida's title would become Executive Director. Payton Barger's title would become Social Services Leader. Emma Scheldorf's title would become Pantry Coordinator. Allison Kilberg's title would become Special Collections and Exhibitions Leader.

Mr. Burks moved: That the updated job descriptions be accepted.

Seconded by: Ms. Carruthers

Motion: approved unanimously

Closing to host ILF Conference:

Ms. Merida asked to close the Library to host the ILF Regional Conference on April 27. Carnegie would remain open for the NAFCS Secondary Art Show awards ceremony.

Ms. Carruthers moved: That Central and Galena be closed on April 27 for the ILF Regional Conference.


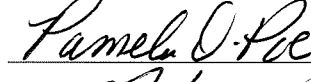

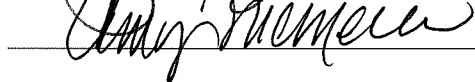
Seconded by: Ms. Ziady

Motion: approved unanimously

ADJOURNMENT

As there was no further business the meeting was adjourned.

Reviewed and approved by Board of Trustees.....March 13, 2023

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