

**MINUTES OF THE REGULAR MONTHLY MEETING**  
**BOARD OF TRUSTEES**  
**NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY**  
**MARCH 13, 2023**

Presiding Officer: Roger Whaley, President  
Board Members present: Erica Lawrence, Amy Niemeier, and Pamela Poe  
Board Members absent: Steve Burks, Ann Carruthers, and Kate Ziady  
Staff Members present: Melissa Merida, Sandra Fortner, Erin McCorkle, and Luis Munoz

**CALL TO ORDER**

The Board of Trustees meeting was called to order in the Strassweg Auditorium at 5:37 pm.

**APPROVAL OF CONSENT AGENDA**

- A. Approval and signing of Board minutes for February 6 meeting*
- B. Approval of Bills and Invoices paid*
- C. Set Board meeting for April 3*
- D. Table discussion to update Board Bylaws*

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

Ms. Niemeier moved: That Item D, *Table discussion to update Board Bylaws*, be removed from future consent agendas, until the required two year mark to update the Bylaws, unless otherwise deemed necessary.  
Seconded by: Ms. Lawrence  
Motion: approved unanimously

**PUBLIC INPUT**

Ms. Merida handed out a 2022 Library statistics flyer. Door traffic and circulation of physical materials both increased. Audiobook and eBook checkouts have also grown since joining the Indiana Digital Library consortium. Ms. Merida thanked Luis Munoz for his design of the handout.  
Luis Munoz invited the Board to Good Neighbor Day, a lineup of Mister Rogers themed programming on March 20.

**PERSONNEL**

Sandra Fortner reported that Jacob Fetter returned to work at the Library on February 27 after resigning in November 2022.  
A new Adult Services Librarian was scheduled to begin work on March 20, but will have to delay her start date due to a broken ankle.

## **DIRECTOR'S REPORT**

The annual reporting is finished and submitted. Ms. Merida announced that the IUS location was approved by ISL as an official fourth branch.

Planning is underway for the ILF Regional Conference that will take place here. The Board is welcome to attend. The keynote speaker has made a film about trauma informed care, and will come back to hold a public film event here at a later date.

Remodeling is almost finished in Collection Development and the Server Room. The next project to begin is work on the old Indiana Room and Archival Room for a staff office and lounge, and a meeting room.

Don Lopp has requested a meeting with Ms. Merida to talk further about the future location possibilities for Georgetown.

## **FOUNDATION REPORT**

Ms. Merida renewed the Foundation's Business Entity Report with the Indiana Secretary of State. The filing is good for two years.

## **COMMITTEE REPORTS**

None

## **OLD BUSINESS**

### Supporting Non-Profit Groups Policy:

This item was tabled until next month for edits.

### Select Liaisons for Friends and Carnegie Inc.:

Due to the Supporting Non-Profit Groups Policy being tabled, this item was also tabled until next month.

### Hot spot update:

Ms. Merida proposed adding a position that combines managing the hot spot program and the SRCS program into one full-time clerk-level job, as discussed at the previous meeting.

Ms. Lawrence moved: That the SRCS/Technology Service Liaison job description be approved.  
Seconded by: Ms. Niemeier

Motion: approved unanimously

### ILF Conference Closure – change date to April 28:

The date presented at last month's meeting was wrong, and the ILF Regional Conference will actually take place on April 28.

Ms. Poe moved: That the Library be closed on April 28 for the ILF Regional Conference.  
Seconded by: Ms. Niemeier

Motion: approved unanimously

## **NEW BUSINESS**

### Raise non-resident fee more than \$53.49:

The previous year's operating expenses are input into a formula to calculate the fee for a Paid Card as a part of the Library's ISL Annual Report. Our current fee is \$45, but the formula dictates that it should be at least \$53.49 or above. This resolution rounds the price to \$54.

Ms. Poe moved: That the Resolution for Nonresident Fee (23-PP-001) be approved.  
Seconded by: Ms. Lawrence  
Motion: approved unanimously

**ADJOURNMENT**

As there was no further business the meeting was adjourned.

Reviewed and approved by Board of Trustees.....April 3, 2023

Kate Liddy  
Steve Smith  
Ann Matthews  
Amy Niemcewicz

Pamela D. Poe  
Erica Lawrence