

MINUTES OF THE REGULAR MONTHLY MEETING

BOARD OF TRUSTEES

NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY

JULY 8, 2024

Presiding Officer: Erica Lawrence, President

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

Board Members absent: Amy Niemeier

Staff Members present: Melissa Merida, Sandra Fortner, Aaron Williams, Erin McCorkle, Ashley Martin, Allison Kilberg, and Payton Barger

CALL TO ORDER

The Board of Trustees meeting was called to order in the Strassweg Auditorium at 5:35 pm.

APPROVAL OF CONSENT AGENDA

- A. Approval and signing of Board minutes for June 3 and June 10 meetings*
- B. Approval of Bills and Invoices paid*
- C. Set Board meeting for August 5*

Ms. Poe requested to remove Item B for discussion.

Mr. Burks moved: That Consent Agenda Items A and C be approved.

Seconded by: Mr. Whaley

Motion: approved unanimously

Ms. Poe asked about the flood insurance bill. Ms. Merida explained that flood insurance is required for Central and Central's outbuildings, and the price increases every year.

Ms. Ziady moved: That Consent Agenda Item B be approved.

Seconded by: Mr. Whaley

Motion: approved unanimously

PUBLIC INPUT

None

PERSONNEL

Sandra Fortner reported that Adult Librarian Jacob Fetter and I.T. Specialist Noah Hankins have resigned. Bethany Eldridge has been hired as the Assistant Coordinator of Marketing and Web Development and will start July 10.

DIRECTOR'S REPORT

Ms. Merida reported that the Library was able to offer all four health insurance plans to staff as requested at the previous board meeting.

The Cultural Arts Center's website has been crashing due to recent security software issues. The new hire in Marketing will help with development of a new website for the CAC.

Social Services Leader Payton Barger presented statistics about the food pantry and summer lunch program. Lunch attendance has increased this year, with 115 attendees on the busiest day. Funding from Dare to Care's Partnership Investment Program will be used to purchase a new cart, shelving, and bins for the pantry. A grant from the Floyd Memorial Foundation is being used to fund the pantry's day bags.

The ban on camping/loitering was implemented after last month's special called meeting. The Board discussed patron complaints regarding the unhoused population, and the movement towards more coordination between organizations offering services.

FOUNDATION REPORT

The next Foundation meeting will be July 30.

COMMITTEE REPORTS

None

OLD BUSINESS

Update Internal Controls – tabled:

This item will continue to be tabled.

Policy for use of outdoor Library properties:

This item was discussed in the Director's Report.

NEW BUSINESS

Pay adjustments:

Ms. Merida presented a spreadsheet comparing 3%, 3.5%, or 4% pay increases for staff. Previously, increases had occurred in January, but will be shifted to July so that insurance renewal costs can be taken into consideration. These raises would be effective on the next pay date. For staff who were hired after January 1, raises would be delayed until January 2025.

Ms. Carruthers moved: That the 4% salary increase be approved.

Seconded by: Ms. Ziady

Motion: approved unanimously

Ms. Carruthers moved: That salary adjustments would occur in July instead of January from now on.

Seconded by: Ms. Ziady

Motion: approved unanimously

Quarterly PLAC report:

No PLAC cards were sold this quarter.

SBOA audit:

The State Board of Accounts audit for 2019 through 2023 is complete. The Library passed with no comments from the auditors.

Mid-year transfers:

Mr. Burks moved: That the mid-year appropriation transfers (24-FIN-005) be approved.
Seconded by: Mr. Whaley
Motion: approved unanimously

Columbus Day:

Because the Library hosted the regional ILF conference in April, Ms. Merida asked to cancel the Columbus Day in-service and allow to Library to be open.

Mr. Burks moved: That the staff have the day off on Columbus Day.
Seconded by: Ms. Carruthers
Motion: approved unanimously

Set dates for Budget Adoption and Public Hearing:

Mr. Burks moved: That the Budget Public Hearing would be at the September 9 meeting, and the Budget Adoption would be at the October 7 meeting.
Seconded by: Ms. Ziady
Motion: approved unanimously

Internet Consortium 2025-2026:

The Library has to join the Indiana State Library Consortium every year to get the e-Rate internet discount. This agreement is for July 1, 2025 through June 30, 2026.

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

Elevator at CAC:

The elevator at the Cultural Arts Center was cited in a recent inspection for not having motion sensors all the way across each door. The state said it would remove the citation due to the elevator being grandfathered in. Oracle (now known as Elevated) has quoted \$38,600 to make the upgrades. Ms. Merida stated that we are likely unable to seek out other quotes because the maintenance contract is with Elevated. The Board asked Ms. Merida to see if the current contract is near renewal, so that the CAC could possibly switch to the same provider as Central.

ADJOURNMENT

Mr. Whaley moved: That the meeting be adjourned.
Seconded by: Mr. Burks
Motion: approved unanimously

Reviewed and approved by Board of Trustees.....August 5, 2024











