

MINUTES OF THE REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY
AUGUST 4, 2025

Presiding Officer: Kate Ziady, President

Board Members present: Ann Carruthers, Erica Lawrence, Amy Niemeier, Pamela Poe, Roger Whaley

Board Members absent: Steve Burks

Staff Members present: Melissa Merida Foster, Erin McCorkle, Emma Scheldorf, Jeremy Armstrong, Ashley Martin, Payton Barger, Luis Munoz, Aaron Williams

CALL TO ORDER

The Board of Trustees meeting was called to order in the Strassweg Auditorium at 5:31 pm.

APPROVAL OF CONSENT AGENDA

- A. Approval and signing of Board minutes of July 14*
- B. Approval of Bills and Invoices paid*
- C. Set Board meeting for September 8*
- D. 3-year review of Bylaws for Library Standards*

Mr. Whaley moved: That *Items A, B, and C* be approved, moving *Item D* to New Business.
Seconded by: Ms. Niemeier
Motion: approved unanimously

PUBLIC INPUT

None

PERSONNEL

HR Assistant Jeremy Armstrong reported one hire and one resignation. Full-time Youth Librarian Megan Johnson will begin work August 11. Part-time Administrative Associate Toya Payne has resigned effective August 15.

DIRECTOR'S REPORT

Mrs. Foster reported that door traffic is up 16.8% year-to-date compared to last year. Former Carnegie volunteer Maryetta Marguet passed away and selected the Library as one of her memorial donation recipients.

The Summer Reading Program has come to a close. The number of readers was lower than last year, but the time spent reading increased, totaling over 2.4 million minutes.

Mrs. Foster expressed appreciation for the Friends of the Library, who made over \$4,900 at their book sale on Saturday.

Open Door Youth Shelter approached the Library to see if we wanted to have a branch in the Pine View building they are planning to purchase. Mrs. Foster declined the invitation due to the financial uncertainty of the next few years.

Mrs. Foster reported that Carnegie Inc. is still using the Carnegie name and is holding an event soon. She has tried to be removed as their agent for the Secretary of State, having repeated conversations by email with the Carnegie Inc. Board to notify them they are out of compliance and requesting a new agent. She is now trying to work directly with the State of Indiana to be removed. The Library has already proven to the Indiana Department of Revenue that we are not Carnegie Inc. in response to a tax warrant we received.

Construction has begun in the hallway in front of the Gallery Room to replace walls that were damaged by leaking sewer lines. Removable wall paneling will be added for easy access in the event of future problems.

FOUNDATION REPORT

The Foundation has given the \$50,000 to purchase the Galena property. Library attorney Justin Endres is finalizing the paperwork with County attorney Kristi Fox.

COMMITTEE REPORTS

None

OLD BUSINESS

Food pantry:

Mr. Whaley moved: That this item be tabled.

Seconded by: Ms. Niemeier

Discussion: Ms. Carruthers requested statistics on how many people have used the pantry, a list of other local food pantries and their hours, and any other efforts in close proximity.

Motion: approved unanimously

Makerspace Specialist job description:

Mrs. Foster addressed the financial concerns that the Board raised at the previous meeting. There are a number of money saving options that could be employed over the next few years, including staff reassignments, adjusting operating hours, and moving to a one-shift staffing system.

Ms. Poe moved: That the Makerspace Specialist job description be approved.

Seconded by: Ms. Carruthers

Motion: approved unanimously

NEW BUSINESS

Acceptable Use Policy:

This policy is reviewed annually as part of the e-rate process. There are no changes from last year's version.

Ms. Niemeier moved: That the Acceptable Use Policy (POL-25-P-003) be approved.

Seconded by: Ms. Lawrence

Motion: approved unanimously

E-rate commitment:

The Commitment to Join Indiana State Library Consortium is signed every year to receive the e-rate discount.

Mr. Whaley moved: That the e-rate commitment for 2026-2027 be approved.

Seconded by: Ms. Niemeier
Motion: approved unanimously

Policy Updates:

Policies S3.04, S3.06, S8.01, are P9.01 ready for approval this month.

Ms. Lawrence moved: That the policies be approved.

Seconded by: Mr. Whaley
Motion: approved unanimously

Board Bylaws:

The Board will review the updates to the Bylaws and discuss them at the next meeting.

Other business:

The Board agreed to hold the Budget Adoption at a special called meeting on September 24 at 5:30 pm.

ADJOURNMENT

Ms. Carruthers moved: That the meeting be adjourned.

Seconded by: Ms. Lawrence
Motion: approved unanimously

Reviewed and approved by Board of Trustees.....September 8, 2025






