

MINUTES OF THE BUDGET ADOPTION MEETING

BOARD OF TRUSTEES

NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY

SEPTEMBER 24, 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, Aaron Williams, Sandra Fortner, Erin McCorkle, Luis Munoz, Payton Barger, Ashley Martin, Emma Scheldorf

CALL TO ORDER

The Board of Trustees meeting was called to order in the Gallery Room at 5:50 pm.

APPROVAL OF SEPTEMBER 8 MINUTES

Mr. Whaley moved: That the Board minutes of September 8 be approved.

Seconded by: Ms. Niemeier

Motion: approved unanimously

PUBLIC INPUT

Luis Munoz reported that the Friends of the Library sold 8,000 books and raised \$4,600 at their latest book sale.

PERSONNEL REPORT

Sandra Fortner reported one new hire. Museum Educator Jessica Hartman began work on September 9. Positions are still open for an Executive Assistant, Adult Services Librarian, and Galena Makerspace.

Several staff are out on FMLA leave. One will return October 1, but the other two may not return until November or later.

There have been many internal staffing changes. Holley Nickell was selected for the Central Makerspace. Ashley Martin has moved from Galena Branch Leader to CAC Leader. Laura Wilkins is now the CAC Exhibitions and Engagement Leader. Amanda Harris is now the Branch Leader at Galena. Allison Kilberg has stepped down to part-time work in Special Collections and the Indiana Room. To save money, Abby Johnson's position in Collection Development will not be refilled. Instead, Librarians Aimee Hollins and Evan Prohosky will carry out selections for youth and teen materials alongside their Librarian duties.

DIRECTOR'S REPORT

Mrs. Foster reported on the ongoing construction in the building. To improve the office situation, new passages have been cut between certain rooms and several staff have moved offices. The Central Makerspace is nearing completion, and much of the furnishings were repurposed from what we already have. The next project is to build out the old Indiana room, which could be achieved by the end of the year. Plumbing problems have continued, and some pipes have been

replaced to hopefully help the issues. Mrs. Foster is trying to avoid breaking up the concrete of the Teen and Auditorium floors to replace the iron pipes that run under those rooms.

FOUNDATION REPORT

The Galena purchasing closing was successful.

COMMITTEE REPORTS

None

OLD BUSINESS

Food pantry:

This item will continue to be tabled.

Board bylaws:

Ms. Niemeier moved: That the Bylaws be approved.

Seconded by: Ms. Poe

Motion: approved unanimously

NEW BUSINESS

2026 Budget Adoption:

Mr. Whaley moved: That the 2026 Budget be adopted.

Seconded by: Ms. Niemeier

Motion: approved unanimously

Set date for October monthly meeting:

The Board agreed to set the October monthly meeting for October 2 at 5:30 pm.

Salary schedule:

Ms. Niemeier moved: That the salary schedule be tabled.

Seconded by: Ms. Carruthers

Motion: approved unanimously

Accounting error resolution:

Mrs. Foster explained that an issue with German American Bank resulted in \$100 of Library money that is unaccounted for. No wrongdoing was found on the part of Library employees. Because the amount is below the Library's Materiality Threshold, it does not need to be reported to the state. This resolution serves as documentation to summarize the results of the investigation to the Board.

Mr. Whaley moved: That Resolution 25-FIN-004 be approved.

Seconded by: Ms. Niemeier

Motion: approved unanimously

Policy 7.25: Remote work:

Ms. Lawrence moved: That Policy 7.25 (Remote Work Policy) be approved.

Seconded by: Ms. Carruthers

Motion: approved unanimously

ADJOURNMENT

Mr. Whaley moved: That the meeting be adjourned.

Seconded by: Ms. Carruthers

Motion: approved unanimously

Reviewed and approved by Board of Trustees.....October 2, 2025

Ann Carruthers

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Erica Lawrence

Cheri Eddy