

MINUTES OF THE REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY
MAY 18, 2015

Presiding Officer: Mr. Tonye Rutherford, President

Board Members present: Ms. Sandra French, Ms. Gabrielle Carr, Ms. Suellen Wilkinson, Ms. Pamela Poe, and Mr. Jerry Payton

Board Members absent: Mr. Steve Burks

Board Attorney: Mr. Jason Lopp was not present.

Staff Members present: Sandra Fortner, Marilyn Powell, Abby Johnson, Cyndi Kepley, Jeremiah Dixon, Abby Johnson, Jeremy Givens, Laura Wilkins, Lynn Loi, and Sally Newkirk

Guests present: Roger Whaley, Stephen Day, Anna and Bill Schmidt

APPROVAL OF CONSENT AGENDA

- A. Approval and signing of Board minutes of April 27*
- B. Set Board Meeting for June 22*
- C. Approval of Bills and Invoices to be paid*
- D. Director's written report for May*
- E. Items to be declared surplus*

Ms. Carr moved: That the consent agenda be approved as read.

Seconded by: Ms. Wilkinson Motion: approved

PUBLIC INPUT

Presentation of Art Print to Roger Whaley:

Mr. Rutherford presented Roger Whaley with an art print of the library for his years of service on the library board. Mr. Whaley expressed appreciation for the art print. A picture was taken of Mr. Whaley accepting the award.

PERSONNEL

New hires:

Ms. Fortner reported that the Indiana Room has finished interviews for the Archivist position. Kaitlyn Markert was selected for the position and will be offered the position. She has been informed that the position would not begin before July 1.

Ms. Wilkinson moved: That the Kaitlyn Markert be offered the Archivist job effective July 1, 2015.

Seconded by: Ms. Carr Motion: approved

NEW BUSINESS

Recommendation of temporary hiring of new positions/spending freeze:

Ms. Fortner stated that she would like to put a temporary hiring freeze on the new positions that were put in the 2015 budget. The remaining budget will be reviewed after the Spring Tax Draw is received and a determination will be made when the positions can be filled. The positions were part-time and they were in the Children's Department, Teen Department, and Adult Literacy. It is possible that one or two of the positions can be filled before the end of the year. There is also a recommendation of putting a spending freeze on ordering new materials except for emergencies. The Spring Tax Draw is expected by June 30, and that money will need to carry through the end of the year. Depending on that amount a decision will be made on when spending can be resumed.

Mr. Payton moved: That the recommendations of temporary hiring of new positions/spending freeze be approved.

Seconded by: Ms. Carr

Motion: approved

Hiring a consultant to help with the library budget:

Ms. Fortner stated that Mr. Day was asked to look at the current spending practices and to also help with the 2016 Budget. He has agreed to accept these responsibilities on a temporary basis. The new budget will need to be presented in late July and since there is no current Library Director his assistance is needed.

Ms. Carr moved: That Mr. Day be hired on contract at \$36.50 per hour for up to 175 hours.

Seconded by: Mr. Payton

Motion: approved

Ms. Wilkinson stated that the attorney will be asked to draw up a contract.

OLD BUSINESS

Update on Search Committee for new Library Director:

Ms. Wilkinson reported that the search committee met and went through all of the applications received. Four applicants have been chosen to be interviewed. One of the applicants has withdrawn from consideration. The other three applicants were interviewed via skype on May 16. All committee members were not available for the interviews. Two of the applicants were selected for face to face interviews. The managers are asked to have two questions each prepared for the live interviews. They will be given the resumes' prior to submitting the questions. Interviews will take place on May 27th or 28th. The Friends will be invited to meet the applicants as well. Dinner will be provided. Larry Beckham has agreed to contact the references and conduct a predictability index for each applicant. The board thanked Ms. Carr for her help with setting up the search committee email accounts.

ADJOURNMENT

As there was no further business the meeting was adjourned.

Reviewed and approved by the Library Board of Trustees.....June 22, 2015
