

MINUTES OF THE REGULAR MONTHLY MEETING
BOARD OF TRUSTEES
NEW ALBANY-FLOYD COUNTY PUBLIC LIBRARY
AUGUST 13, 2018

Presiding Officer: Mr. Steve Burks, President

Board Members present: Ms. Ann Carruthers, Amy Niemeier, Ms. Pamela Poe, Mr. Tonye Rutherford, and Mr. Roger Whaley

Board Members absent: Ms. Gabrielle Carr

Board Attorney: Mr. Jason Lopp was not present.

Staff Members present: Melissa Merida, Sandra Fortner, Carolyn Gerton, Abby Johnson, Luis Munoz, Laura Wilkins, Brenda Kennedy-Snyder, Misty Fultz, and Amanda Harris

Guests present: None

Oath of Office for Amy Niemeier:

Mr. Burks gave the oath of office to Amy Niemeier. She agreed to abide by the laws.

APPROVAL OF CONSENT AGENDA

- A. *Approval and signing of Board minutes of July 9, and July 27, 2018*
- B. *Set Board Meeting for September 10, 2018*
- C. *Approval of Bills and Invoices to be paid*

Ms. Poe asked that the minutes of July 9, meeting be pulled from the consent agenda for discussion.

Mr. Whaley moved: That the consent agenda be approved with the exception of the July 9, Board minutes.

Seconded by: Mr. Rutherford

Motion: approved

PUBLIC INPUT

None

PERSONNEL

New hires:

Ms. Fortner announced that there are two positions filled at the library. Teresa Moulton was hired for the Public Service Leader to replace Brenda Kennedy-Snyder. Brenda is moving to the Galena Branch. Teresa has been with the library for about six years. She will be going on maternity leave later this month. Stephanie Johnson will serve in this role in the interim. Stephanie is currently working on her MLS. Amanda Harris was hired for the Customer Service Leader. She has been with the library for over 18 years. Mr. Whaley asked if a pictured staff roster could be given to the Library Board in order to put a face with the name. Ms. Fortner stated that it would be updated to include new staff and given to the board.

Two youth Librarian positions have been advertised and one adult. A few responses have been received already.

DIRECTOR'S REPORT

Branch update:

Ms. Merida stated that a lot of work has been completed at the branch. Almost all the furniture is in place. The new security system went in last week and plans are underway for the camera system to go in this week. All Makerspace equipment is ordered. We currently have temporary internet, but are waiting on the Fiber Highspeed service. Spectrum promised to have the service up and running properly by August 21. Mr. Burks stated that the main issue with the Internet is due to the branch being in a rural area. Temporarily the Ribbon Cutting and Grand Opening is scheduled for September 8, at 10 a.m.

SRP (Summer Reading Program) reports:

Ms. Merida stated that more than 6,000 patrons signed up for the Summer Reading Program this year. Grand prizes were distributed last week. Prizes were an incentive to continue reading beyond the program's completion. Library card applications continue to climb. There were 690 in the month of June and 463 in July. Library cards with the new logo are on order. Update on cargo van purchased:

Ms. Merida reported that the cargo van is wonderful. It has been taken several times to the branch to haul furniture and equipment. It also will be branded with the new logo.

FOUNDATION REPORT

Mr. Whaley reported that the Foundation has moved to quarterly meetings. They met in July with a very short agenda. The next available report will be in September.

Ms. Poe thanked Luis Munoz for updating the website with information on how to donate to the Library. She asked that the Foundation members' names be included on the website. Luis stated that he will get that suggestion done as soon as possible. Mr. Whaley stated that they currently have seven members and can go up to fifteen. He stated that if anyone knows of people interested in serving on the Foundation they should submit names to Melissa Merida.

OLD BUSINESS

Indiana Room Focus Group update:

Ms. Merida reported that the Indiana Room Focus Group met to discuss the direction, future, and mission for the Indiana Room. It does not get a lot of visitation but the patrons that do visit are very dependent on the information stored there, and their visit durations are longer than most patrons. There is valuable historical information for the county that is treasured by the staff and the community. The storage is from floor to ceiling in the locked room on the other side of the Indiana Room. Overflow items are stored in the old bookmobile garage. The garage has been equipped with air conditioning and heating. Some of the material will be digitally scanned once funding is secured. Ms. Merida stated that Ms. Poe was the Board Representative at the meeting and offered some good thoughts. Ms. Poe shared her ideas and concerns about the Indiana Room. There is misconception about the Indiana Room being shut down and no such plan is being considered. Ms. Poe stated that she felt it was a good meeting. She thinks digitizing is the right direction for the Indiana Room. A discussion followed regarding the concerns and fears of the group. There will be one more session to continue the discussion.

A letter was received addressed to Steve Burks, from Betty Menges, retired employee of the Library. She asked that the letter be read at the board meeting. Mr. Burks read the letter. There was a brief discussion regarding Ms. Menges' concerns.

Discussion on July 9, Board Minutes:

Ms. Poe stated that she would like to strike a sentence under New Business regarding the discussion of supervised visits.

Ms. Poe moved: That the minutes be amended to remove the last section of the discussion under New Business.

Seconded by: Mr. Rutherford

Discussion followed.

Mr. Rutherford moved: That the discussion be tabled and brought back to an Executive Session.

Seconded by: Ms. Carruthers Motion: approved

The minutes were not approved and the discussion will be brought back next month in an Executive Session.

NEW BUSINESS

E-rate Resolution for Funding Year July 1, 2019 through June 30, 2020:

Ms. Merida presented the annual E-rate resolution stating our commitment to join the Indiana State Library Consortium for Public Library Internet Access and that the Library agrees to follow all rules. (copy appended)

Mr. Rutherford moved: That the resolution be approved as read.

Seconded by: Mr. Whaley Motion: approved

ADJOURNMENT

As there was no further business the meeting was adjourned.

Reviewed and approved by the Board of Trustees.....September 10, 2018

