

Greenwood Public Library  
Board of Trustees Meeting  
September 8, 2020

Attendees: Lori Feller, Josh Jackson, Carmen Madsen, Karen Grizzle, Tamara Russell, Shan Rutherford  
Mike Reuter, Kevin Hoover, Cheryl Dobbs, Lynn Johnson, Emily Ellis, Janet Buckley

PUBLIC HEARING ON ADDITIONAL APPROPRIATION

Call to Order: Lori Feller called the public hearing to order at 6:00p.m.

Public Comment: There were no public representatives present.

Adjournment: Lori Feller adjourned the public meeting at 6:01p.m.

REGULAR MEETING OF THE GREENWOOD PUBLIC LIBRARY BOARD OF TRUSTEES

Call to Order: Lori Feller called the September 2020 meeting of the Greenwood Public Library Board of Trustees to order at 6:01p.m. Karen Grizzle led the Pledge of Allegiance and Shan Rutherford conducted the invocation.

Minutes of Previous Meeting: Approval of the August 11 minutes is going to be delayed until the September meeting so that the attachment regarding the Bond Resolutions can be added.

Old Business:

Board Correspondence: None

Attorney's Update: None

Finance Committee Report:

Tamara Russell reported that the Finance Committee met on September 3. All fund accounts were in balance. Carmen Madsen signed off on all bank balances.

Spending remains at 6% under budget.

The bond selling date is targeted for October 22. A special Finance Committee meeting has been scheduled for October 22 at 4:00p.m.

New Business:

Fiscal Plan Presentation:

Mike Reuter, Financial Advisor, presented an update to the Fiscal Plan. The forecast through 2023 remains favorable.

#### Approval of KRM contract

Cheryl Dobbs shared KRM Architecture's Proposal for Services for our upcoming Capital Planning work. Their contract includes schematic designs, construction documents, and project close out for the capital projects already approved. Josh Jackson moved to approve, Tamara Russell seconded, and the KRM contract was approved by unanimous voice vote.

#### Approval of Proof of Publication and Posting

Cheryl Dobbs provided documentation proving that the publication and posting of the library's intent to issue bonds has been completed as required. Shan Rutherford moved to approve, Karen Grizzle seconded, and the proof of publication and posting was approved by unanimous voice vote.

#### Bond Resolutions

Minutes specific to the Bond Resolutions are attached. Lori Feller read the executive summaries of all three resolutions. Full details of the resolutions were previously sent to Board members for review.

#### Additional Appropriation Resolution (Exhibit A)

Carmen Madsen moved to approve, Karen Grizzle seconded, and the Additional Appropriation Resolution was approved by unanimous voice vote.

#### Final Bond Resolution (Exhibit B)

Shan Rutherford moved to approve, Josh Jackson seconded, and the Final Bond Resolution was approved by unanimous voice vote.

#### Resolution Approving Post Issuance Compliance Procedures (Exhibit C)

Tamara Russell moved to approve, Carmen Madsen seconded, and the Resolution Approving Post Issuance Compliance Procedures was approved by unanimous voice vote.

#### 2021 Budget Adoption

Cheryl Dobbs shared Resolution 0908 which summarizes the 2021 budget appropriations by fund code and name, tax levy, and tax rate. Karen Grizzle moved to approve, Shan Rutherford seconded, and the Appropriations and Tax Rates for Budget Year 2012 were approved by signature.

Accounts Payable and Treasurer's Report: Carmen Madsen noted that all liabilities have been recognized, checks have been written and signed, and payments will be made on time. Carmen Madsen moved to approve, Josh Jackson seconded, and the Treasurer's Report was approved by signature.

Other Business: None

August Reports:

Director's Report:

Cheryl Dobbs reported that our budget and request for additional appropriation have been entered into Gateway and turned over to the Greenwood Common Council who now own the process.

Sep 22 Cheryl plans to virtually attend the Greenwood Common Council meeting to remind them they are our fiscal body and will be approving our 2021 budget in October.

Oct 5 Budget hearing at Greenwood Common Council

Oct 19 Budget approval expected at Greenwood Common Council

Cheryl also updated the board on several projects:

Assessment of the children's office area for renovation and expansion has begun. The parking lot will be re-sealed and re-stripped before the grand opening of the new park next door. The new shed has finally been installed. Quotes are coming in on HVAC work, landscaping, and the retaining wall.

Development Report:

Cheryl reported for Jane that the library received \$1000 from the Indiana Humanities Council for Advancing Racial Equity Collection Development. Our librarians chose books to order from a recommended list.

There is a grant request into JCCF for a Glowforge for the makerspace. The Glowforge website describes their machine as built on laser cutter & engraver technology, using a beam of light the width of a human hair to cut, engrave, and shape designs from a variety of materials. Very cool.

Purse Bingo has been officially postponed until April 7, 2021.

The initial 'One for the Books' evenings have been tentatively scheduled for September 18 and October 2. Awaiting RSVPs.

Department Reports: Department managers provided reports on their August activities.

Adjournment: Lori Feller adjourned the meeting at 7:19p.m.

Respectfully submitted,

Tamara Russell  
Secretary



## EXECUTIVE SUMMARY OF REQUESTED ACTION BY LIBRARY BOARD

### Additional Appropriation Hearing

The Library is funding this Project through the issuance of general obligation bonds. The proceeds from this bond issue must be appropriated prior to being spent on the project. Notice of this hearing was advertised in your local paper.

*(Open the meeting up to the public for a hearing on the use of the bond proceeds for the project.)*

### Additional Appropriation Resolution (Exhibit A)

After the hearing on the additional appropriation, the Library Board must approve the appropriation of the bond proceeds to be spent on the project costs before any bond money can be expended. Unlike appropriations of tax dollars, this additional appropriation of bond proceeds is not required to be approved by the Department of Local Government Finance.

### Final Bond Resolution (Exhibit B)

This Final Bond Resolution establishes the amount to be borrowed, maximum term of repayment and maximum interest rate. It also contains the details about the bonds, such as the form of the bond.

The resolution also authorizes the publication of the Notice of Sale of the Bonds and establishes the maximum cost an underwriter or bank may bid for the bonds. It also establishes a bid committee who will award the bonds to the lowest bidder.

This resolution also approves the form of the Master Continuing Disclosure Undertaking and the Registrar and Paying Agent Agreement. The Securities and Exchange Commission requires that a library enter into a Master Continuing Disclosure Undertaking before it issues bonds. The Library has entered into this type of agreement previously. It basically requires that the Library agree to annually provide certain types of financial information to the SEC's EMMA database and provide notice of certain material events on a timely basis.

RESOLUTION      APPROVING      POST      ISSUANCE      COMPLIANCE  
PROCEDURES (EXHIBIT C) *(Bd vote needed to adopt resolution)*

The Library shall consider and approve the Post Issuance Compliance Procedures.

**EXCERPTS OF MINUTES OF A MEETING  
OF THE BOARD OF TRUSTEES OF  
GREENWOOD PUBLIC LIBRARY**

A meeting of the Board of Trustees (the "Board") of Greenwood Public Library (the "Library") was held at the Greenwood Public Library, Greenwood, Indiana, on September 8, 2020, at the hour of 6:00 p.m. (Local Time), pursuant to notice duly given to all members of the Board in accordance with the rules of the Board.

The meeting was called to order by the President of the Board, and the minutes of the meeting were recorded by the Secretary of the Board.

On call of the roll the members of the Board were shown to be present or absent as follows:

Present: Lori Feller, Tamara Russell, Shan Rutherford, Carmen Madsen, Karen Grizzle,  
Josh Jackson

Absent: Lewis Gregory

(Among other proceedings had and actions  
taken were the following:)

The Secretary presented to the Board proof of publication of the notice to taxpayers of the hearing to be held at this meeting on the matter of the additional appropriation proposed to be made on account of the renovation of and improvements to Greenwood Public Library (the "Project"), which proof of publication show that such notice was published in the Daily Journal on August 19, 2020.

On motion duly made, seconded and carried, the proof of publication and posting were ordered approved and made a part of the records of this Board.

The President of the Board then stated that the Board was now ready to hear all taxpayers desiring to be heard in respect to the matter of the additional appropriation in the amount of \$3,940,000 proposed to be made on account of the Project.

After hearing all taxpayers present who desired to be heard relative to said additional appropriation, on motion duly made, seconded and carried, the resolution attached hereto as Exhibit A was adopted by a majority vote.

On motion duly made, seconded and carried, the Secretary or Assistant Secretary of the Board was directed to advertise the sale of the bonds heretofore authorized.

The firm of Ice Miller LLP, bond counsel of Indianapolis, Indiana, had been consulted relative to the procedure to be followed in connection with the proposed bond issue and the

rendering of an opinion approving the legality of the bonds. The Board was then presented a form of resolution for adoption for the purpose of authorizing the issuance of bonds.

After due consideration of the final bond resolution, on motion duly made, seconded and unanimously carried, the same was adopted and is attached hereto as Exhibit B.

It was then stated that the Board needed to consider and approve the Post Issuance Compliance Procedures (the "Procedures"). After reviewing the Procedures, the Board approved the resolution attached hereto as Exhibit C.

Upon motion made and seconded the meeting adjourned.

  
Secretary, Board of Trustees

APPROVED:

  
President, Board of Trustees