

Greenwood Public Library
Board of Trustees Meeting
June 9, 2020

Attendees: Lori Feller, Josh Jackson, Carmen Madsen, Shan Rutherford, Lew Gregory, Karen Grizzle, Tamara Russell
Cheryl Dobbs, Lynn Johnson, Kevin Hoover, Emily Ellis, Karen Jewell

Call to Order: Lori Feller called the June 2020 meeting of the Greenwood Public Library Board of Trustees to order at 6:00p.m. Josh Jackson led the Pledge of Allegiance and Shan Rutherford conducted the invocation.

Minutes of Previous Meeting: Josh Jackson moved to approve the minutes, Shan Rutherford seconded, and the minutes of the May 12, 2020 meeting were approved by unanimous voice vote.

Old Business:

Board Correspondence:

A letter was sent to Board Members regarding a new TIFF allocation.

Attorney's Update: None

Finance Committee Report:

Tamara Russell reported that the Finance Committee met on June 4. Lynn Johnson confirmed all fund accounts were in balance at all the banks. Carmen Madsen signed off on all bank balances. The PNC bank accounts have cleared and are no longer active. One credit card remains, used for managing programming charges.

County auditors have advised to prepare for funding shortages this year. The June distribution will be impacted by the 60-day grace on property taxes.

Cheryl reported the library is healthy on spending, at 94% of total budget.

New Business:

Approval of Capital Improvement Plan

Cheryl presented the Capital Improvement Plan for 2020-2026.

Tamara Russell moved to approve the items on the Capital Improvement plan, Lew Gregory seconded, and the motion was unanimously approved by voice vote.

Approval of borrowing amount for bond

Cheryl Dobbs presented the preliminary financing options for the Capital Plan and the proposed timetable for approvals, publishing of communications, and issuance of a new bond.

Lew Gregory moved to approve the issuance of a new bond, Tamara Russell seconded, and the motion was unanimously approved by voice vote.

Lew Gregory moved to approve the amount of the new bond as \$3.94 million, Karen Grizzle seconded, and the motion was unanimously approved by voice vote.

Approval of temporary borrowing from operating fund to department fund

Given the expectation of a decreased distribution in June due to limited property tax payments, Cheryl proposed a temporary borrowing from the operating fund to the department fund to meet the library's June and July debt payments. Following the June payment, an advance payment will be provided at the end of July to ensure that the library receives all taxes collected.

The amount will not be known until the distribution is received. The Board is being asked to delegate authority to determine that amount to Cheryl Dobbs and Lori Feller.

Shan Rutherford moved to approve the temporary borrowing plan, Carmen Madsen seconded, and the motion was unanimously approved by voice vote.

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 the Treasurer's Report, Shan Rutherford seconded, and the report was approved by signature.

Other Business: None

May reports:

Director's Report:

New procedures and protocols continue to be established and refined as the library moves through phases of adding back services and towards reopening. The staff has been creative and flexible through these three months of problem-solving mode.

Cheryl Dobbs has been engaged in many meetings regarding the bond planning, with Jane Herndon of Ice Miller, Belvia Gray of Baker Tily, and our financial advisor, Mike Reuter.

Cheryl, Mike Reuter and Kevin Hoover met with Mayor Mike Meyers regarding the new bond and change to fiscal body. Since public libraries must declare who their fiscal body is, a decision was made to move GPL from the Johnson County Council to the Greenwood Common Council.

Johnson County will still be represented at GPL by the two Board appointments made by the County Council and the County Commissioners.

Cheryl will be meeting soon with Greg Wright, City Controller as well as several Common council members.

The library is still attempting to switch credit card companies. Since PNC will not issue credit cards to nonprofits, the current card was issued in Cheryl Dobb's name. An insurance bond is being raised for Cheryl.

The search for a van continues after many options have been reviewed.

Development Report:

Cheryl reported for Jane Weisenbach that trying to raise funds in this new environment is challenging. Many banks and hospital sponsors are not able to support right now. Hopefully as the economy reopens there will be new opportunities for businesses to assist us in our mission.

Jane attended Greenwood Rotary Club planning meetings to lend assistance for their fundraiser in the fall. The Rotary Club will be funding GPL's Foster Kids program with a grant of at least \$6000.

Purse Bingo is scheduled for August 19, 2020 and hopefully can proceed as planned. All sponsors have been secured. If the fundraiser cannot be held as previously done, other options for using the purses in a fundraiser are being discussed, such as a raffle, live FB event, etc.

Greenwood Aglow is scheduled for November 21, 2020. Funding is partially secured, \$3000 out of the \$5000 needed.

Booked for the Evening has been scheduled for October 22, 2020.

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

Adjournment: Lori Feller adjourned the meeting at 7:02p.m.

Respectfully submitted,

Tamara Russell
Secretary