

Greenwood Public Library
Board of Trustees Meeting
November 9, 2021

Members attending in person: Lori Feller, Lew Gregory, Carmen Madsen, Tamara Russell, Shan Rutherford

Members attending electronically: none

Members absent: Karen Grizzle, Josh Jackson

Other attendees: Cheryl Dobbs, Kevin Hoover, Lynn Johnson, Ashley Ferrell, Janet Buckley, Linda Messick

Unavailable: Emily Ellis, Karen Jewell

Call to Order: Lori Feller called the November 2021 meeting of the Greenwood Public Library Board of Trustees to order at 6:00 p.m. Lew Gregory led the Pledge of Allegiance and Shan Rutherford conducted the invocation.

Minutes of Previous Meeting:

Minutes were reviewed for the meeting held in October. Lew Gregory moved to approve the minutes, Shan Rutherford seconded, and the minutes of the October 12, 2021 Board meeting were approved by unanimous voice vote.

Old Business:

Board Correspondence: none

Attorney's Update: none

Finance Committee Report: Tamara Russell reported that the Finance Committee met just before this Board meeting on November 9. All fund accounts were in balance. Carmen Madsen signed off on all bank balances.

Lynn transferred money to cover a large construction bill.

The yearend Board meeting will be held at 2:00pm on Thursday, Dec 30.

Lynn reported that payroll has been changed from a Wednesday to a Thursday submission, which will improve accuracy of hours. Checks will still be ready on Fridays.

A state audit will begin Friday, Nov 12, at 1:30. An exit interview will follow in 4-6 weeks. This audit occurs every 2 years.

New Business:

Resolution 21-07 for the establishment of an ARP (American Rescue Plan) Grant Fund

Since Federal grants need to be received into their own fund, an account is being established to receive the \$10K grant previously requested.

Tamara Russell moved to approve the resolution, Carmen Madsen seconded, and Resolution 21-07 for the establishment of an ARP Grant Fund was approved by signature.

Approval of 2022 Holiday Schedule

Cheryl Dobbs presented the holiday and closings schedule for the library in 2022.

Lew Gregory moved to approve the schedule, Shan Rutherford seconded, and the 2022 Holiday and Closings Schedule was approved by unanimous voice vote.

Schedule of Trustee Board Meetings in 2022

Trustee Board meetings will again be held on the second Tuesday of the month at 6pm, except for November when the date falls on election day. A final schedule will be posted.

Nomination of Officers

Lori Feller called for nominations for Board officers for 2022. All nominations were accepted by the nominees.

Secretary -Tamara Russell was nominated by Carmen Madsen

Treasurer -Carmen Madsen was nominated by Tamara Russell

Vice President -Josh Jackson was nominated by Lori Feller

President -Lori Feller was nominated by Shan Rutherford

Treasurer's Bond

Carmen Madsen signed the bond that will be filed with the County Clerk.

This is for information only, no Board approval required.

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, Lori Feller seconded, and the Treasurer's Report was approved by signature.

Other Business:

Biblioteca

Cheryl Dobbs outlined a plan to replace the self checkout stations with equipment from Biblioteca, since the current equipment is not performing reliably and customer service is poor. The request has come to this Board since the cost of \$31,800 is over the Director's spending authority.

Carmen Madsen moved to approve, Tamara Russell seconded, and the purchase of the new self checkout stations was approved by unanimous voice vote.

Hiring disclosure

Cheryl Dobbs shared that the library has finally found good technical support for the library owned security cameras. She brought this before the Board since the new employee is the son-in-law of the current Head of Operations. Cheryl assured that the Head of Operations will not be supervising or writing checks to the new technical staff member.

Lew Gregory moved to approve, Carmen Madsen seconded, and Board support for the hiring decision and acknowledgment of the relationship disclosure was approved by unanimous voice vote.

October Reports:

Director's Report:

Cheryl Dobbs reported that another great quarterly meeting was held, continuing the values/vision/mission emphasis on being a trusted partner with our community, and how an individual's journey to and with us either improves that trust or erodes it. Visits to other libraries will be set up for comparison of patron experiences. This was quite successful in 2018 and will be educational and developmental for our many new employees.

Cheryl met with Evergreen Consortium directors to discuss a possible move from smaller e-content consortiums to one statewide consortium. Could solve several problems with current system.

Construction progresses, but furniture delivery and other delays continue. Most of the remaining furniture will not arrive until late January. A Monday walk around with Driftwood has been initiated, in addition to the bi-weekly construction meetings.

A decision has been made to replace all the second floor carpeting, choosing a darker color will reduce frequency of cleanings.

Problems continue with the lift stations and will require a substantial sum to resolve.

The library established a membership with the Kiwanis Club of Greenwood. Lynn Johnson will be our main contact.

Development Board Report:


Ashley Ferrell reported activities to communicate the name change for the GPL Foundation Board. This will include development of a social media presence and the return of the quarterly newsletter to drive more support and engagement from library friends. The year end fundraising campaign will begin on Giving Tuesday and run through the end of the year. Donations have been secured from Sertoma \$2K and a private donation of \$3K. Tri Kappa is sponsoring \$500 for the Winter Reading program. Ashley is also starting to secure sponsorships for the 2022 Summer Reading Program.

Department Reports: Department managers provided reports on their activities.

Linda Messick, Head of Children's Services, brought some of the many sensory kits that her staff has created for check out and for use in the library. These kits allow parents to try out assists and accommodations for calming, motor skills, sleep, homework, and more, before making these purchases themselves. Another relevant and responsive community offering!

Adjournment: Lori Feller adjourned the meeting at 6:53 p.m.

Respectfully submitted,

DocuSigned by:

Tamara Russell

Secretary

