

Greenwood Public Library  
Board of Trustees Meeting  
December 14, 2021

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

Members attending electronically: none

Members absent: Karen Grizzle

Other attendees: Cheryl Dobbs, Kevin Hoover, Lynn Johnson, Janet Buckley, Linda Messick, Emily Ellis

Unavailable: Ashley Ferrell, Karen Jewell

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

Minutes of Previous Meeting:

Minutes were reviewed for the meeting held in November. Lew Gregory moved to approve the minutes, Shan Rutherford seconded, and the minutes of the November 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 on December 8. All fund accounts were in balance. Carmen Madsen signed off on all bank balances. The State audit was good and thorough. Closing will be at 4pm on Monday, December 13.

New Business:

Resolution 21-08: Amendment to the Salary Resolution

On advice of the State Board of Account auditor, the library will be adding a week between the end of the employee pay period and the pay date for that pay period. To establish this change, a one time special pay will be added to the pay period ending Dec 11, 2021 and paid Dec 17, 2021, in order to insure employees receive total compensation for the calendar year intended by the 2021 wage scale.

Lew Gregory moved to approve, Josh Jackson seconded, and Resolution 21-08 for a one time pay check adjustment was approved by signature.

### Resolution 21-09: Establish the 2022 Non-Resident Card Fee

To meet the requirement that the non-resident card fee must be established each year: Shan Rutherford made a motion to approve the 2022 Non Resident Fee at \$60 for an individual nonresident card, Tamara Russell seconded, and the new fee was approved by signature.

### Approval of 2021 Rainy Day Appropriation Reduction

As discussed in the November Board meeting, any modifications made to the appropriations in the Budget in response to receipt of the 1782 Notice would be communicated to the Library Board at the next public meeting. Therefore, Cheryl Dobbs confirmed the Rainy Day Appropriation in this meeting.

Tamara Russell moved to acknowledge that this change was communicated and approved, Lew Gregory seconded, and the final Rainy Day Appropriation amount was accepted as noted in the 1782 Notice.

### Election of Officers

Lori Feller called for the election of the slate of officers for 2022 that were nominated in the November Board meeting. The board voted unanimously to approve the slate and elect the officers below to the Greenwood Public Library Board of Trustees for 2022.

Secretary - Tamara Russell  
Treasurer - Carmen Madsen  
Vice President - Josh Jackson  
President - Lori Feller

### Setting Investment Board January meeting date

Cheryl Dobbs proposed that the January Investment Board meeting be held on Tuesday, January 11, 2022, at 5:30pm, prior to the January Board of Trustees meeting. The meeting date was confirmed.

### Nomination of Investment Board officers for 2022

Cheryl Dobbs called for nominations for Investment Board officers for 2022.

President - Shan Rutherford was nominated by Josh Jackson  
Secretary - Tamara Russell was nominated by Carmen Madsen

The election for these officers will take place at the Investment Board meeting on January 11, 2022.

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, Tamara Russell seconded, and the Treasurer's Report was approved by signature.

### Other Business:

Final December meeting will be December 30

Cheryl Dobbs confirmed that the annual year end meeting be held on Thursday, December 30, 2020, at 2:00pm. A quorum is required.

November Reports:

Director's Report:

Cheryl Dobbs reported that the lift station repair quote is \$43.5K. Attempts were made to get multiple quotes, but vendors were either not interested, did not show, or showed but did not respond with an assessment. The situation is critical and currently requiring the library to rent a pump to keep the lift station functioning. Sexon has been used before and they currently perform the library's preventative maintenance. Board approval was requested to ratify moving forward with the repair with only one quote and at the cost which is over the Director \$30K approval limit. Shan Rutherford made the first motion, Carmen Madsen seconded, and a unanimous voice vote approved moving forward with Sexon to repair the lift station.

The Library's 1782 has been completed and approved and Final Notice has been received for Budget Year 2022.

The State Auditor highly complimented the library's record keeping. Kudos to Lynn Johnson for her stellar organizing, labeling, and even color-coding.

Construction continues slowly. It will likely be end March before completion.

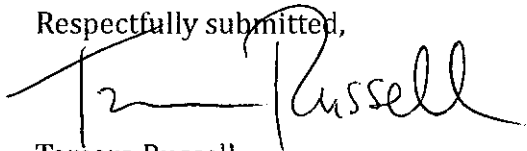
Development Board Report:

Cheryl Dobbs reported for Ashley Ferrell that Giving Tuesday was not a huge success, but Direct Asks have been more successful. The Foundation budget is being prepared for 2022. The new Foundation Facebook page is ready for us to "like" and share.

Department Reports: Department managers provided reports on their activities.

Adjournment: Lori Feller adjourned the meeting at 6:55 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Tamara Russell". The signature is written in a cursive style with a large, stylized "T" and "R".

Tamara Russell  
Secretary

