

Greenwood Public Library  
Board of Trustees Meeting  
March 8, 2022

Members attending in person: Lori Feller, Josh Jackson, Carmen Madsen, Shan Rutherford

Members attending electronically: Tamara Russell, Karen Grizzle via Zoom

Members absent: Lew Gregory

Other attendees: Cheryl Dobbs, Kevin Hoover, Lynn Johnson, Ashley Ferrell, Emily Ellis, Karen Jewell, Janet Buckley, Amber Parsons

Attending electronically: None

Unavailable: Linda Messick

Call to Order: Lori Feller called the March 2022 meeting of the Greenwood Public Library Board of Trustees to order at 6:00 p.m.

Kevin Hoover led the Pledge of Allegiance and Shan Rutherford conducted the invocation.

Minutes of Previous Meeting:

Minutes of the February meeting were reviewed. Shan Rutherford moved to approve the minutes, Josh Jackson seconded, and the minutes of the February 8, 2022 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 March 3, 2022. All fund accounts were in balance. Lori Feller signed off on all bank balances. The Annual Finance report was completed.

New Business:

Collection Department Policy

Cheryl Dobbs reviewed updates on three associated documents; the Collection Development Policy, its Collection Audit addendum, and a reformatted Request for Reconsideration of Library Materials or Displays. The updates include best practices and clarified language. The addendum defines the purpose, intended audience, and size of collection for each collection type. The Policy now requires that challengers must be resident library card holders.

Carmen Madsen moved to approve the documents, Josh Jackson seconded, and the updated Collection Policy documents were approved by unanimous voice vote.

#### Annual Financial Report

The Annual Financial Report for the State Board of Accounts was completed and is now with the Auditor for review. Among new requests for this year was a question regarding impact of city tax abatements on library funding.

#### Revisit of Conflict of Interest Statement

Cheryl reminded the board about Conflict of Interest statements. Board members must declare if they have an association with any company with which the library does business. The Board acknowledged awareness of the requirement and no member knew of any issues. To confirm, Cheryl will send an email to the board listing all the current library vendors and will bring forms to the next meeting if any Board member needs to sign one.

#### Review of 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

#### February Reports:

##### Director's Report:

Highlights from Cheryl Dobb's report included a successful quarterly meeting that emphasized the strategic plan for this year and changes to the reading programs that will hopefully engage more patrons. She continued to have discussions with legislators about HB1134. A special education/advocacy session on the topic was held the evening of Feb 22 for Trustee Board and Foundation Board members.

Construction continues but is getting closer to completion. Shelving should arrive in April and be installed in May. Remaining furniture should arrive end May, early June.

Cheryl also toured the new Clark Pleasant branch library and shared "They've done a wonderful job creating a beautiful and modern library. GPL is sending well wishes with a bouquet of flowers for their grand opening."

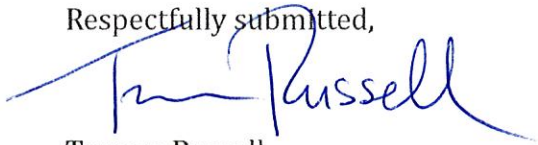
##### Development Board Report:

Ashley Ferrell reported that last month's activities included updating the Donor/Matrix Wall for 2021, continuing work on securing sponsorships and prizes for Summer Reading, finalizing Bingo plans with the Moose Lodge for Sept 7, 2022, providing a breakfast for library staff for their quarterly meeting, and finalizing the Foundation 2022 budget.

Department Reports: Department managers provided reports on their activities.

Adjournment: Lori Feller adjourned the meeting at 6:45 p.m.

Respectfully submitted,

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

Tamara Russell

Secretary

