

Greenwood Public Library
Board of Trustees Meeting
September 12, 2023, corrected

Members attending in person: Lew Gregory, Josh Jackson, Carmen Madsen, Tamara Russell

Members attending electronically: None

Members absent: Lori Feller, Shan Rutherford, Nathan Ellis

Other attendees: Cheryl Dobbs, Kevin Hoover, Emily Ellis, Donna Ciriello, Julia Reynolds, Anna Roberts, Karen Jewell, Lynn Johnson, Linda Messick, Jessica Smith

Attending electronically: None

Unavailable: None

PUBLIC HEARING ON THE 2024 BUDGET FOR GREENWOOD PUBLIC LIBRARY

Call to Order: Josh Jackson called the public hearing to order at 6:00 p.m.

Public Comment: There were no public representatives present.

Adjournment: Josh Jackson adjourned the public meeting at 6:01 p.m.

REGULAR MEETING OF THE GREENWOOD PUBLIC LIBRARY BOARD OF TRUSTEES

Call to Order: Josh Jackson called the September 2023 meeting of the Greenwood Public Library Board of Trustees to order at 6:01 p.m.

Carmen Madsen led the Pledge of Allegiance and Kevin Hoover conducted the invocation.

Minutes of Previous Meeting:

Minutes of the August meeting were reviewed. Carmen Madsen moved to approve the minutes, Lew Gregory seconded, and the minutes of the August 9, 2023 board meeting were approved by unanimous voice vote.

Old Business:

Board Correspondence: Cheryl Dobbs distributed letters to the board members dated August 21, 2023 from Jeannine Myers, City Clerk, advising of the approval of a 3 year tax abatement for manufacturing equipment in new advanced technology at Nachi Tool America, 715 Pushville Road.

Attorney's Update: None

Finance Committee Report: Tamara Russell reported that the Finance Committee met on September 7, 2023. All fund accounts were in balance. Carmen Madsen signed off on all bank balances.

State tax filing posting issues continue. Lynn continues to try to help them solve. Several years are now involved.

New Business:

Resolution 23-02 to Transfer Funds to the Rainy Day Fund

Cheryl Dobbs presented a resolution (done annually) to transfer \$150,000 of the General Fund to the Rainy Day Account. The maximum allowable transfer is 10% of the current year's annual budget and this amount complies at less than 10%. All Rainy Day funds shall be subject to the same appropriation process as other funds which receive tax dollars.

Low Gregory made a motion to approve Resolution 23-02 to transfer \$150,000 of the General Fund to the Rainy Day Fund, Tamara Russell seconded it, and the motion was approved by signature.

Resolution 23-03 for Blanket Appropriation Modification

This resolution grants authority to the Library Director to modify appropriations in the 2023 and/or 2024 Budgets as necessary in response to receipt of the 1782 Notice for Budget year 2024 from the Indiana Department of Local Government Finance. By statute this should be no later than December 31, 2023. The Library Board will be updated on any modifications at the first public Board meeting following receipt of the 1782 Notice.

Low Gregory made a motion to approve, Carmen Madsen seconded, and Resolution 23-03 for Blanket Appropriation Modification was approved by signature.

Resolution 23-01 Commitment to Join the Indiana Consortium for Public Library Internet Access for Funding Year July 1, 2024 through June 30, 2025

Cheryl Dobbs shared that she has learned that a resolution is not required for this access. It will no longer be brought forward to the Board.

Assessed Value Information

Cheryl Dobbs advised the Board that assessed value has come in at 3%. This is lower than Mike Reuter predicted, which may be economy driven or the result of a correction. To keep our budget as currently written, the library would need to levy an appeal. No action to be taken at this time. Mike Reuter will attend the October meeting to advise and discuss his recommendation.

Collection Development Policy and addendums

Cheryl Dobbs reviewed updates on three associated documents: the Collection Development Policy, the Collection Definitions addendum, and the Request for Reconsideration of Library Materials form.

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

Circulation Policy

The Circulation Policy was shared for review and approval.

Carmen Madsen moved to approve the document, Lew Gregory seconded, and the updated Circulation Policy was approved by unanimous voice vote.

2024 GPL Holiday and Closings Schedule

Cheryl Dobbs presented the holiday and closings schedule for the library in 2024. Three optional dates have been listed and approved, but will be confirmed at a later time: a staff meeting (date tbd), total solar eclipse day (4/8), and election day (11/5.)

Carmen Madsen moved to approve the schedule, Lew Gregory seconded, and the 2024 Holiday and Closings Schedule was approved by unanimous voice vote.

2024 GPL Board of Trustees Meeting Schedule

In 2024, Board of Trustees meetings will again be held on the second Tuesday of the month at 6pm. Cheryl Dobbs distributed a schedule of the dates.

GPL 2024 Payroll Dates

Cheryl Dobbs provided the 2024 payroll dates for the Board's information.

State Audit Findings

Cheryl Dobbs happily reported that this year's state audit granted the library a clean bill of fiscal health, with no findings, comments, or recommendations.

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. Josh Jackson raised a question regarding a charge from the Chem-Dry company. Carmen explained it was for necessary carpet and rug cleaning in the Children's Department.

Carmen Madsen moved to approve, Tamara Russell seconded, and the Treasurer's Report was approved by signature.

August Reports:

Director's Report

Cheryl shared that this month's highlight has been working on the strategic plan using data from the patron survey, SWOT analyses, staff input from 1:1 conversations, and community data. Survey responses were an unprecedented 98.6% positive, with a tremendous amount of comments focused on books and reading, and second most about our wonderful staff and welcoming atmosphere.

The 2024 Budget has been uploaded to Gateway and ready for the Public Hearing.

Unfortunately, the Evergreen transit situation is still not under control. Cheryl attended an Evergreen Executive Committee meeting to discuss emergency measures for the state-wide courier and delivery issues.

Community Relations Specialist's Report

Successful August activities included the Otte Golf End of Summer Reading Partee and the Booked for the Evening fundraiser. The Otte Golf Partee was a fun family event celebrating summer reading participants. Booked for the Evening was attended by 79 participants and donations totaled \$7155 from those in person and by mail.

Plans are underway for next month's Purse Bingo and Come for the Cake events.

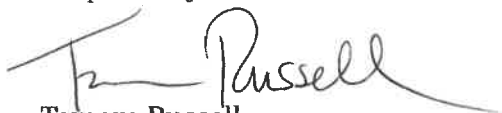
Reports: Department managers provided reports on their activities.

Other Business: None

Public Comment: None

Adjournment: Josh Jackson adjourned the meeting at 7:07 p.m.

Respectfully submitted,


Tamara Russell
Secretary