

Greenwood Public Library  
Board of Trustees Meeting  
November 14, 2023

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

Members attending electronically: None

Members absent:

Other attendees: Cheryl Dobbs, Kevin Hoover, Emily Ellis, Julia Reynolds, Anna Roberts, Lynn Johnson, Linda Messick

Attending electronically: None

Unavailable: Donna Ciriello, Karen Jewell

Call to Order: Lori Feller called the November 2023 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 of the October meeting were reviewed. Josh Jackson moved to approve the minutes, Carmen Madsen seconded, and the minutes of the October 10, 2023 board meeting were approved by unanimous voice vote

Old Business:

Board Correspondence: A letter dated October 25, 2023 was mailed to Trustees' homes from Greg Wright Jr, City of Greenwood Controller. This letter advised that the Greenwood Redevelopment Committee would be presenting their budget, TIF financial plan, and impact on taxing units on December 12, 2023 at 4:30. This can be attended live at the Greenwood City Building, livestreamed, or an in person or web presentation can be requested for our board.

Attorney's Update: None

Finance Committee Report: Tamara Russell reported that the Finance Committee met on November 9, 2023. All fund accounts were in balance. Carmen Madsen signed off on all bank balances.

New bike racks are being researched. The old ones rusted too quickly.

### New Business:

#### Board Nominations

Lori Feller called for nominations for Board positions in 2024.

Carmen Madsen nominated Tamara Russell for Secretary.

Tamara Russell nominated Carmen Madsen for Treasurer.

Shan Rutherford nominated Josh Jackson for Vice President.

Carmen Madsen nominated Lori Feller for President.

Elections will be held at the December board meeting.

#### Purchasing Policy

Cheryl Dobbs explained a new rule in the Purchasing Policy. Prepayment of contracts for services may not exceed 50% or \$150,000 whichever is less and must be approved by the Board of Trustees.

Tamara Russell moved to approve the updated policy, Lew Gregory seconded, and the updated Purchasing Policy was approved by unanimous voice vote

#### Credit Card Policy

A few statements were added to the Credit Card Policy. Credit card fees related to accepting credit card transactions will not be passed on to patrons. Programming staff has been added to the approved user list to facilitate gift fund items.

Josh Jackson moved to approve the policy, Shan Rutherford seconded, and the updated Credit Card policy was approved by unanimous voice vote

#### Strategic Plan: Blueprint 2026

Cheryl Dobbs reported that the new strategic plan has been completed and already approved by the State Library.

Lew Gregory moved to approve the plan, Nate Ellis seconded, and Strategic Plan: Blueprint 2026 was approved by unanimous voice vote

#### 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.

### October Reports:

#### Director's Report

Cheryl Dobbs shared details of the GPL 2024 funding request to the Foundation Board that will support programs, outreach, and special events to further the vision of "An Engaged Community Full of Enthusiastic Readers."

She also shared that the transit issue is still not resolved after six months. To limit further books stuck in their system, Greenwood is now only pulling holds for our patrons and seven nearby libraries to which we can make our own local deliveries. There is hope the situation will be resolved by year end.

Work on Fable's Den has begun with new floors and paint. The recording studio upgrade is complete.

Community Relations Specialist's Report Julia

Julia Reynolds reported creating the 2024 Foundation Budget, end-of-year campaign letters, and a private Facebook group for the Hello, Neighbor businesses to facilitate communications, as well as multiple tours and community meetings.

Reports: Department managers provided reports on their activities.

Other Business: None

Public Comment: None

Adjournment: Lori Feller adjourned the meeting at 7:01 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

