

Greenwood Public Library
Board of Trustees Meeting
February 13, 2024

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

Members attending electronically: None

Members absent: Lew Gregory

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

Attending electronically: None

Unavailable: Linda Messick

Call to Order: Lori Feller called the February 2024 meeting of the Greenwood Public Library Board of Trustees to order at 6:00 p.m. Carmen Madsen led the Pledge of Allegiance and Shan Rutherford conducted the invocation.

Minutes of Previous Meeting:

Minutes were reviewed for the January meeting.

Shan Rutherford moved to approve the minutes, Josh Jackson seconded, and the minutes of the January 9, 2024 board meeting were approved by unanimous voice vote.

Old Business:

Board Correspondence:

Cheryl Dobbs exchanged emails with Trina McLaughlin regarding primary, election day, and early voting at the library this year. They discussed crowd control, parking difficulties, and the possibility of having a precinct sheriff. The goal is for the experience to be less disruptive to the library and our patrons.

Also Cheryl reported that she will be presenting an annual update about the library to the Greenwood City Council on February 21 which will be available for viewing on YouTube.

(post meeting note: to view on YouTube, search for Greenwood Indiana Common Council Meeting, select 02-21-2024, watch minutes 6:26-20:30 for Cheryl's excellent presentation)

Attorney's Update: None

Finance Committee Report: Tamara Russell reported that the Finance Committee met on February 8, 2024. Lynn Johnson reported that all accounts are balanced. Lori Feller signed off on all bank balances.

Lynn proposed that IU Health invoices move to auto-debit payment since there is a timing issue with when their invoices are received (not sent until the 10th of the month) and when

invoices are reviewed by the board. This will prevent payment errors. Cheryl and the Finance Committee are in agreement.

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

New Business:

Reservable Spaces Policy

Cheryl Dobbs proposed adding back the charging of fees to the Reservable Spaces Policy. When the fees were removed last year, it was noted a greater percentage of the spaces were being reserved by non-residents. Since the intention is for these amenities to be available foremost for our residents, a new payment structure of fees and timing has been designed that gives preference to Greenwood card holders.

Tamara Russell moved to approve, Nate Ellis seconded, and the update to the Reservable Spaces Policy was approved by signature.

ISL Public Library Report

Emily Ellis presented GPL's Indiana Public Library Annual Report 2023. Compiling the report was facilitated by state data that can now be trusted following Emily's requests last year.

The two page colorful GPL 2023 summary was also discussed. Cheryl requested that all board members schedule time with their appointing bodies to present library updates.

Other Business: None

January Reports:

Director Report:

Cheryl Dobbs declared that the highlight of January was the opening of Fable's Den, an immediate huge hit with the kids.

An evaluation of work flows and scheduling throughout the building has begun in order to optimize staffing and minimize stress with the library's increasing usage and tightening budget.

Movement of books between Evergreen libraries via Transit has finally improved to everyday deliveries and a regular driver on our route.

Cheryl led the Management Team Meeting and launched a year-long read of "The Power of Moments" for Department Meeting discussions regarding the library's customer service approach. Additional highlights for the month included creating and delivering two staff lunch and learns, writing articles for the Daily Journal and the new GPL Newsletter, and attending Library Day at the Statehouse with Emily Ellis and Julia Reynolds where they had a short opportunity to speak with Senator Aaron Freeman and Representative Michelle Davis.

Development Board Report:

Notable donations -Gregory and Appel Insurance \$1000


Notable tours -Jean Renk from Duke Energy, Juan Calderon from Citizens Bank, and Teri Manship from Greenwood Common Council

Department Reports: Department managers provided reports on their activities.

Public Comment: None

Adjournment: Lori Feller adjourned the meeting at 6:52 p.m.

Respectfully submitted,

DocuSigned by:

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Tamara Russell
Secretary

