

Greenwood Public Library
Board of Trustees Meeting
March 12, 2024

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

Members attending electronically: Tamara Russell by phone

Members absent: None

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

Attending electronically: None

Unavailable: None

Call to Order: Lori Feller called the March 2024 meeting of the Greenwood Public Library Board of Trustees to order at 6:00 p.m.

Pledge of Allegiance and Invocation

Josh Jackson led the Pledge of Allegiance and Shan Rutherford conducted the invocation.

OLD BUSINESS

Minutes of Previous Meeting:

Minutes of the February meeting were reviewed.

Josh Jackson moved to approve the minutes as corrected, Nate Ellis seconded, and the corrected minutes of the February 8, 2024 board meeting were approved by unanimous voice vote.

Board Correspondence: Each board member was sent the Feb 29, 2024 Impact Statement prepared by the City of Greenwood Indiana Redevelopment Commission proposing amendments to the Eastside Economic Development Area. There is no impact to GPL.

Attorney's Update: None

Alpine Contract:

Cheryl Dobbs sent a proposal by email to the GPL Finance Committee on Sept 23 and the Trustee Board on Sept 24, 2024 to sign a \$46,850 contract for ductwork and air handling cleaning with the Alpine Maintenance Group. Board members unanimously approved the contract to support the necessary maintenance to the 72 HVAC units and large air handler so that work can begin the first week of April. The contractor came highly recommended as an expert contractor for all the IndyPL libraries.

NEW BUSINESS

Proposal to move April Finance Committee to April 9th at 5:30

Agreement was made to move the financial committee meeting to the same day as the next Trustee Meeting. Lori Feller will be calling in.

Consider whether to move the May 14th Board Meeting

Emily and Cheryl will be out of town. Nate will not be available. Tamara will likely be calling in. A final decision will be confirmed to the board.

Mike Reuter to present at April meeting

Cheryl Dobbs confirmed that our financial adviser, Mike Reuter, will be presenting the fiscal plan at the April Board meeting.

FINANCE

Finance Committee Report: Tamara Russell reported that the Finance Committee met on March 7, 2024. Lynn Johnson reported that all accounts are balanced. Carmen Madsen signed off on all bank balances.

The move to autopay has worked well with IU Health. Lynn set up autopay for Travelers Insurance yesterday, March 6, but it took a few attempts. She will hold from writing a check until the new set up is confirmed to insure we are not over charged.

Cheryl Dobbs reported that the Annual Financial Report was made somewhat easier this year with a different way of handling transfers.

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, Lew Gregory seconded, and the Treasurer's Report was approved by signature.

MONTHLY REPORTS:

Director's Report:

Cheryl Dobbs confirmed that the Annual Financial Report has been completed and Carmen Madsen came in to submit. The BIRF fund has been reinvested as the Board of Finance had proposed.

The recently held quarterly staff in-service included some fairly serious topics like censorship, anti-library legislation, and finances, as well as a review of increasing challenges with patrons struggling with mental illness. Additional support for staff will be offered if the frequency of these situations continue. Lighter subjects included some fun awards and a Get to Know Your Board Member quiz.

Cheryl attended the Mayor's State of the City address along with six staff members and our two library board presidents.

Cheryl also let board members know that she has put together information packets for our annual presentations to our appointing organizations. These include the 2023 Report, a reading guide, a newsletter, and data on library card numbers.

Development Report:

Julia Reynolds reported receiving a \$5K grant from ELC for our Early Literacy Mini Conference and a new staff monthly donor. Her 2024 Giving Strategy includes expanding past the typical Summer Reading sponsorships by including four levels and widening the contact base.

Julia gave several tours including to Steve Moan, Greenwood Common Council, and Ken Kosky, Festival Country. Valerie has put together a handout to now accompany the tours.

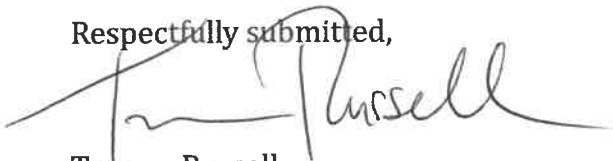
Department Reports: Department managers provided reports on their activities.

Other Business: None

Public Comment: None

Adjournment: Lori Feller adjourned the meeting at 6:48 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