

Greenwood Public Library  
Board of Trustees Meeting  
September 10, 2024

Members attending in person: Lori Feller, Nate Ellis, Lew Gregory, Josh Jackson,  
Tamara Russell, Shan Rutherford  
Members attending electronically: None  
Members absent: Carmen Madsen

Other attendees: Cheryl Dobbs, Emily Ellis, Lynn Johnson,  
Linda Messick, Julia Reynolds, Anna Roberts  
Attending electronically: None  
Unavailable: Kevin Hoover, Donna Ciriello, Karen Jewell

#### PUBLIC HEARING ON THE 2025 BUDGET FOR GREENWOOD PUBLIC LIBRARY

Call to Order: Lori Feller called the public hearing to order at 6:00 p.m.

Public Comment: There were no public representatives present.

Adjournment: Lori Feller adjourned the public meeting at 6:01 p.m.

#### REGULAR MEETING OF THE GREENWOOD PUBLIC LIBRARY BOARD OF TRUSTEES

Call to Order: Lori Feller called the September 2024 meeting of the Greenwood Public Library Board of Trustees to order at 6:01 p.m.

#### Pledge of Allegiance and Invocation

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

#### OLD BUSINESS

##### Minutes of Previous Meeting:

Minutes of the August meeting were reviewed.

Lew Gregory moved to approve the minutes, Josh Jackson seconded, and the minutes of the August 13, 2024 meeting were approved by unanimous voice vote.

Board Correspondence: Cheryl Dobbs stated that she had received additional documentation for the appeal.

## **FINANCE**

Finance Committee Report: Tamara Russell reported that the Finance Committee met just before this Board meeting on September 10, 2024. Lynn Johnson reported that all accounts are in balance. Lori Feller signed off on all bank balances and signed all checks. Lori asked for clarification on a check for AVC Technology. Emily Ellis was able to explain the type of computer, wireless, and phone support they are providing.

### Review of Accounts Payable and Treasurer's Report

Lori Feller noted that all liabilities have been recognized, checks have been written and signed, and payments will be made on time.

Lori Feller moved to approve, Josh Jackson seconded, and the Treasurer's Report was approved by signature.

## **NEW BUSINESS**

### Collection Development Policy

Cheryl Dobbs shared updates to the Collection Policy that include refinements to the guidelines for approved vendors and evaluation of self-published items.

Shan Rutherford moved to approve, Nathan Ellis seconded, and the revised Collection Development Policy was approved by unanimous voice vote.

### 2025 Job Descriptions

Cheryl Dobbs reported that she has reviewed and updated all staff job descriptions: 27 current and 3 potential. A document containing all of the job descriptions was sent to board members prior to this meeting. Lori Feller confirmed that she had read all of them. This has been minuted here for awareness, no board approval required.

## **MONTHLY REPORTS**

Attorney's Update: None

### Director's Report:

Cheryl reported completion of building improvements including the entryway vestibule flooring, teen workroom floor, lights in the gallery hall, and repainting of a few Kids Dept areas.

Budget is complete, the appeal is underway, and 2025 job descriptions are complete.

Serious problems continue with the cleaning crew. Considering contracting employees of our own.

Changed some security procedures after a patron was able to hide in the building after hours and steal a printer.

Highlights from Department Reports:

Requested and received a Foundation grant of \$8000 for the Kid's Exploration Station area.

Notable programs and community participation:

Library After Dark, small but enthusiastic group

National Night Out

Indy South Airport Day

Final Fridays with Restore Old Town

Dolly Parton Day

Demo Day: Weaving

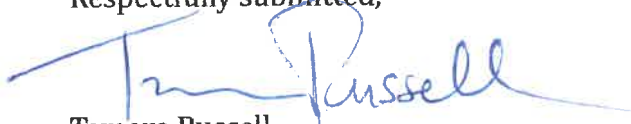
Art and an Audio Book

Other Business: None

Public Comment: None

Adjournment: Lori Feller adjourned the meeting at 6:42 p.m.

Respectfully submitted,



Tamara Russell

Secretary