

Greenwood Public Library  
Board of Trustees Meeting  
January 14, 2025, 6:00pm

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

Members attending electronically: Tamara Russell by conference phone

Members absent: Lew Gregory

Other attendees: Cheryl Dobbs, Lynn Johnson, Kevin Hoover, Donna Ciriello, Linda Messick

Attending electronically: None

Unavailable: Emily Ellis, Karen Jewell, Julia Reynolds, Anna Roberts

Call to Order: Lori Feller called the January 2025 meeting of the Greenwood Public Library Board of Trustees to order at 6:00 p.m.

#### Pledge of Allegiance and Invocation

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

### **OLD BUSINESS**

#### Minutes of Previous Meeting:

Minutes of the December meeting were reviewed.

Shan Rutherford moved to approve the minutes, Josh Jackson seconded, and the minutes of the December 12, 2024 meeting were approved by unanimous voice vote.

Board Correspondence: None

### **FINANCE**

Finance Committee Report: Tamara Russell reported from notes from Lori Feller, that the Finance Committee met on January 9, 2024. At the time of the meeting, work was still continuing on the bank balances. Appropriations were in line at the end of the year. Some transfers were made within categories. Unspent appropriation money equaled \$310K.

#### 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, Nate Ellis seconded, and the Treasurer's Report was approved by signature.

**NEW BUSINESS:** None

## **YEAR END REPORTS**

Attorney's Update: None

### Executive Director's Report:

Cheryl Dobbs organized her report with examples of

Investing in our Community: Many positive moments were created for our community resulting in a community that supports us back.

Investing in our Team: Since personnel is the largest investment of taxes in our budget, getting the right people in each seat is critical. Priority measures taken to prevent burnout and compassion fatigue.

Investing in our Facility: The major remodel is complete, but investment in infrastructure upgrades continue for areas like the elevator, ductwork, plumbing, children's spaces, etc.

Investing in our Financial Health: Pressure was put on our 2024 allowable budget due to our local area's value increasing faster than that of the state's average. An appeal for the Property Tax Rate was made, but not approved. Through careful spending, some deferred spending, and wise investments, we were able to end the year in a healthy position while still meeting the increase in use. Gratefully, the appeal was approved for 2025.

and Investing in the Future: Future legislation possibilities will keep us cautious in staff investment, even while important personal changes and retirements are on the horizon. Work the last few years in prioritizing strategic goals, streamlining procedures, rightsizing collections and programs, and the support of the Greenwood Library Foundation will help take some pressure off of the General Fund.

### Assistant Director's Report:

Cheryl presented Emily Ellis's 4<sup>th</sup> quarter report. Circulation of print materials went up about the same amount that nonprint materials went down. The digital collection continues with the fastest growth. Data on visits and cards proves the increased business that was felt throughout the year. A new people counter will be installed next year to better understand visitation and utilization of the building. Programming has been intentionally decreased with a goal of rightsizing and focusing on quality over quantity. The Readers Weekend was a huge undertaking and huge success. Study rooms and overall seating areas are being well utilized. Since 2019, computer usage has gone down by half, while WIFI usage has gone up 49%.

Other successes included creating and sticking to a yearly programming calendar and meeting its budget. Creating several training models to promote consistency. Completing collection signage.

### Highlights from Department Reports:

TeenHQ programs were thoughtfully planned to create events teens wanted to attend. The Tween program is building up.

A seasonal newsletter "Explore GPL" was launched.

The Kids department celebrated December with Sock-capades and Santa and Mrs Claus. Their year included the launch of Fable's Den, the new Neighborhood façade, Read Across America with Bluey, Silly Safaris for Spring Break, first Early Literacy Mini Conference, a streamlined summer reading program, Children's Museum presentation of a Studio of Color with Dale Chihuly activities, visit by a penguin, visit by a reindeer, Dinovember, along with many beloved story times, and many other activities.

Several staff members were able to attend conferences to benchmark and learn.

Fundraising did not top 2023, but the energy spent in relationship building, sponsorship organizing, and GPL mission spreading puts us in a powerful position for 2025.


Patron Services continues to provide above and beyond special moments for our patrons.

Other Business: None

Public Comment: None

Adjournment: Lori Feller adjourned the meeting at 6:46 p.m.

Respectfully submitted,

Signed by:  
  
Tamara Russell

Secretary