

Greenwood Public Library  
Board of Trustees Meeting  
310 S. Meridian, Greenwood, IN 46143  
February 10, 2026, 6:00pm

Members attending in person: Lori Feller, Josh Jackson, Carmen Madsen, David Penoff, Shan Rutherford

Members attending electronically: Tamara Russell by conference phone

Members absent: Lauren Harmon

Other attendees: Emily Ellis, Kevin Hoover, Susan Jerger, Linda Messick, Julia Reynolds, Anna Roberts

Attending electronically: None

Members absent: Donna Ciriello, Karen Jewell

Call to Order: Lori Feller called the February 2026 regular meeting of the Greenwood Public Library Board of Trustees to order at 6:00 p.m.

#### Pledge of Allegiance and Invocation

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

### **OLD BUSINESS**

#### Minutes of Previous Meeting:

Minutes of the January meeting were reviewed.

David Penoff moved to approve the minutes, Josh Jackson seconded, and the minutes of the January 13, 2026 meeting were approved by unanimous voice vote.

Board Correspondence: None

### **FINANCE**

#### Finance Committee Report:

Tamara Russell reported that the Finance Committee met just prior to this meeting on February 10, 2025.

Susan Jerger confirmed that all funds are in balance at all the banks.

Carmen Madsen signed off on all bank balances.

The annual financial report is due March 1.

Susan Jerger reported a 19 cent difference between the end of 2025 and beginning of 2026. Elise at the SBOA said not to worry. Susan has printed out the email to confirm the SBOA said it was okay.

Susan will press the close button tomorrow on our 2025 financials.

A new bank account was opened at Lake City for the Rainy Day fund.

#### 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, David Penoff seconded, and the Treasurer's Report was approved by signature.

### **NEW BUSINESS**

#### Review -Photograph/Media Policy

The Photograph/Media Policy was reviewed and updated for consistency.

This policy provides guidance regarding media inquiries and recording activities at GPL.

Shan Rutherford moved to approve, Carmen Madsen seconded, and the updated Treasurer's Photograph/Media Policy was approved by signature.

#### Review -Security Camera Policy

The Security Camera Policy was reviewed and updated to be in alignment with other libraries, especially in regards to who can review the footage.

Josh Jackson moved to approve, Carmen Madsen seconded, and the updated Security Camera Policy was approved by signature.

### **MONTHLY REPORTS**

Attorney's Update: None

#### Executive Director's Report

Emily Ellis reported that the Annual Financial Report is complete. Now waiting for access to the new software to work on the Annual Statistical Report.

Unfortunately, advocacy efforts must again be a priority. Libraries are being targeted in Senate Bill 8. GPL has released a letter and call to action on Jan 30, and Emily and Julia Reynolds attended Statehouse Day on Feb 3.

Update on capital improvements: An RFP has been released to find a construction manager. Interested parties should submit by Feb 20. Interviews will be held the first week of March. Additional RFPs will be released for subcontractors in late March to hopefully start work in April. Completion of work is targeted for year end. Emily is looking for a 4-5 week window to close the Kids Dept to hopefully speed up required work in that area.

Highlights from Department Reports:

Community Relations head Julia Reynolds reported that the final 19 bricks were placed, officially ending the Brick campaign. Final donations were received for the Literacy Changes Lives campaign bringing the total to \$14k. She is currently seeking 2026 Reading Sponsors and Fundraising Sponsors.

Adult Services head Donna Ciriello reported that tax appointments filled quickly, with 100 appointments made in the first hour. Also, there were a couple book club changes. The Next Chapter, formerly PrimeTime, is now led by Donna Ciriello, And two new offerings debuted, Magic and Mayhem led by Tera Fuller, and Romance Trope Book Circle, led by Rachel Strong.

The Kids Dept celebrated the upcoming Winter Olympics by offering a two-week Winter Olympics Training camp drop in that included curling, hockey, and bob-sledding, as well as Italy-influenced activities. Over 600 patrons enjoyed the fun!

Other Business: None

Public Comment: None

Adjournment: Lori Feller for a motion to adjourn.

Shan Rutherford made the motion to adjourn, Carmen Madsen seconded, and the meeting was adjourned at 6:28 p.m.

Respectfully submitted,

Signed by:  
  
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Tamara Russell  
Secretary

