

Greenwood Public Library
Board of Trustees Meeting
November 12, 2019

Attendees: Lori Feller, Karen Grizzle, Josh Jackson, Carmen Madsen, Tamara Russell, Shan Rutherford, Cheryl Dobbs
Lynn Johnson, Jane Weisenbach, Emily Ellis, Karen Jewell, Janet Buckley, Pat Van Valer

Call to Order: Lori Feller called the November 2019 meeting of the Greenwood Public Library Board of Trustees to order at 6:00p.m. Karen Grizzle led the Pledge of Allegiance and Shan Rutherford conducted the invocation.

Minutes of Previous Meetings:

Shan Rutherford moved to approve the minutes, Karen Grizzle seconded, and the minutes of the October 8, 2019 meeting were approved by unanimous voice vote.

Old Business:

Board Correspondence: None

Attorney's Update: None

Finance Committee Report: Tamara Russell reported that the Finance Committee met on November 12, just prior to this Board Meeting. All fund accounts were in balance.

New Business:

Officer Nominations

Secretary - Tamara Russell was nominated by Carmen Madsen

Treasury -Carmen Madsen was nominated by Karen Grizzle

Vice President -Josh Jackson was nominated by Tamara Russell

President -Lori Feller was nominated by all attending board members

Executive Director Job Description

Tamara Russell made a motion to approve the updated Executive Director Job Description, Carmen Madsen seconded, and the motion passed on unanimous voice vote. Lori Feller signed the approval.

2020 Holidays and Board Meeting Dates

Carmen Madsen made a motion to approve the 2020 Holidays and Board Meeting Dates, Karen Grizzle seconded, and the motion passed on unanimous voice vote.

2020 Non Resident Fee

Shan Rutherford made a motion to approve the 2020 Non Resident Fee, Tamara Russell seconded, and the motion passed on unanimous voice vote. Lori Feller signed the approval.

Flex Benefits Plan Resolution

Karen Grizzle made a motion to approve the Flex Benefits Plan Resolution, Josh Jackson seconded, and the motion passed on unanimous voice vote.

Indiana Library Consortium Resolution

Karen Grizzle made a motion to approve the Indiana Library Consortium Resolution, Carmen Madsen seconded, and the motion passed on unanimous voice vote. Lori Feller signed the approval.

First Merchants Signature Card and Resolution

Tamara Russell made a motion to approve the First Merchants Signature Card and Resolution, Shan Rutherford seconded, and the motion passed on unanimous voice vote.

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

October Reports:

Director's Report: Cheryl Dobbs reported record attendance and record giving at this year's Booked for the Evening event. Dr DeKonick shared his personal insights regarding reading and the value of libraries.

Job descriptions were finalized for all 24 staff positions. Cheryl met with First Merchants to launch our new bank account, and with Ad Tec representatives in regard to our E-Rate funding. She also hired a photographer to create a floor-plan photo tour of our building to assist in telling our story.

Development Report: Jane Weisenbach reported that funds raised at Booked for the Evening surpassed last year's. She offered special thanks to Cheryl Dobbs for her inspirational words and for getting Dr DeKonick to come. She also offered special thanks to Mallow Run and Oaken Barrel for their donations and to all GPL staff for making the library look beautiful and assisting with all set up and clean up.

Jane also reported that coordination for the November 23rd Greenwood Aglow is complete and Christmas decorating of the library for will take place on November 18th.

Department Reports: Department managers provided reports of their October 2019 activities.

Other Business:

Staff Report -Lori Feller signed the report that confirmed two additions to the staff.

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

Respectfully submitted,

Tamara Russell
Secretary