

Greenwood Public Library  
Board of Trustees Meeting  
May 8, 2018

Attendees: Lori Feller, Carmen Madsen, Mike Crumbo, Josh Jackson, Shan Rutherford, Tamara Russell, Karen Grizzle  
Cheryl Dobbs, Emily Ellis, Kevin Hoover, Lynn Johnson, Jane Weisenbach

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

Minutes of Previous Meeting: Lori Feller asked if there were any additions or corrections to the minutes of the April meeting. Karen Grizzle noted that her name had been misspelled. Feller then asked for a motion to approve the amended minutes. Tamara Russell moved to approve, Karen Grizzle seconded, and the amended minutes were approved by unanimous voice vote.

Old Business:

Board Correspondence: The library received a notice from the Indiana State Library that the number of days that InfoExpress comes to the library is below the State Library Standards. Currently InfoExpress delivers three times per week, while the standard specifies five times per week. Cheryl Dobbs composed a letter committing to increasing the deliveries to five times per week. The letter was signed by Lori Feller.

Attorney's Update: Kevin Hoover reported that a request for payment has been sent to the City of Greenwood asking for the \$500.00 payment for ceded property. The Greenwood Redevelopment Commission will address the request.

Finance Committee Report: All accounts were in balance. "Other Professional Services" in the Operating Fund is running ahead of the budget. The extra expenses are related to the repairs to the HVAC system, recovery costs associated with the heating element failure in April, and change orders related to the Children's Department play area. Expenditures in this account will be monitored closely. Any potential cost overruns can be addressed by board action to spend from the Rainy Day or LIRF funds, before the end of the year.

New Business:

Review of Policies: The Circulation Policy has been reviewed by library staff. No changes to the existing policy were noted. Mike Crumbo moved to approve the policy, Carmen Madsen seconded, and the motion was approved by voice vote. Lori Feller signed the policy for the board.

Review of Accounts Payable and Treasurer's Report: Carmen Madsen asked about an expenditure to Bridgeall Library Limited on check 006827. Bridgeall provides CollectionHQ, the collection management software. Madsen then noted that all

liabilities have been recognized, checks written, and bills will be paid on time. She moved to approve the Treasurer's Report. Shan Rutherford seconded, and the report was approved by signature.

April Reports:

Director's Report: Cheryl Dobbs reported that several expensive issues arose during April. The heating element fire, HVAC performance issues, and the replacement of heating pipes throughout the building. Two trips were conducted as a part of Blueprint '21. Emily Ellis presented the new Quarterly Library Statistics report.

Development Report: Jane Weisenbach reported that the Purse Bingo event is totally funded. The event will take place on August 15. The next Booked for the Evening event will be held on October 11. The presentation for the Maker Space grant was made to the Johnson County Community Foundation. A decision will be made by JCCF in mid-May.

Department Reports: Department managers reported about the activities during April.

Other Business: There was no other business.

Adjournment: Lori Feller adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Mike Crumbo  
Secretary