

Annual Board of Finance Meeting for January 2020

President Keim called the Finance meeting of Board of Trustees to order at 4 p.m. Trustees present were Ms. Stull; Ms. Smith; Mr. Keim; Mr. Littell; Ms. Brooks; Mr. Cherry; Ms. Stocks; Library Director, Ms. Tyner; and Assistant Director, Ms. Wilson.

Ms. Stull moved to designate Mr. Keim as President of the Board of Finance, and Ms. Brooks as Secretary. Mr. Littell seconded the motion and the motion carried. The Board reviewed the report on investments, which is required under IC 5-13-7-7 and reviewed the overall investment policy of the library. Mr. Littell moved to approve existing policies, seconded by Ms. Stull. Motion carried. Mr. Littell moved to adjourn with Ms. Smith seconding. Meeting adjourned at 4:03 p.m.

Executive Session

The board met in executive session on January 9, 2020 at 4:10 p.m. in the library conference room to discuss personnel matters noted under IC 5-14-1.5-6.1 (9) To discuss a job performance evaluation of individual employees. Trustees present were Ms. Stull, Ms. Smith, Mr. Keim, Mr. Littell, Ms. Brooks, Mr. Cherry, and Ms. Stocks. No other matters were discussed.

Monthly Board Meeting for January

President Keim called the monthly meeting of the Board of Trustees to order at 4:17 p.m. Trustees present were Ms. Stull, Ms. Smith, Mr. Keim, Mr. Littell, Mr. Cherry, Ms. Brooks, and Ms. Stocks. Library Director, Ms. Tyner; Assistant Director, Jodie Wilson; and Ms. Nancy Bennett, League of Women Voter's Observer, were also present.

Minutes: Ms. Brooks made a motion to accept minutes from the December 12, 2019 monthly board meeting, seconded by Ms. Stull. Motion carried.

Claims: Claims were presented of \$648,831.04 for the period of December 14, 2019 through December 31, 2019. Claims for January 1, 2020 through January 15, 2020 were \$122,480.60. Ms. Stull moved to accept the claims, seconded by Mr. Littell. Motion carried.

Committee Reports: Ms. Brooks attended the December 16, 2019 meeting of the Main Street Board. Board President Cody Hargis introduced Brie Pickett, the new Treasurer. All year end budgets were in the black for 2019. Community Foundation funds have been received and it was suggested that the CMS computer be replaced with the gift. The full report of the committee will be included in the library minute book. Mr. Keim reported on the last meeting of the Park and Rec board. Board officers were elected at the last meeting.

Old business: None.

Director's Report: Ms. Tyner reviewed the year-end statistical reports. Another hire has been made in the Reference and Local History Department, and hiring of a facilities manager will be handled soon. Motor on Air Handler Unit # 7 will be replaced under warranty. Staff Development Day was well received, with much staff appreciation expressed to both the board and administration. Mora Concrete will apply a second coat of sealant on the sidewalks next Monday or Tuesday, and the lock has been replaced on the door in Room B.

Financial Report: Financial reports were presented by Ms. Tyner. Mr. Littell moved to approve the transfer of \$64,000 from the Operating Fund to the Library Improvement Reserve Fund. Ms. Stocks seconded the motion and the motion carried. Ms. Stull moved to approve the resolution to transfer funds within the library operating fund major category, seconded by Ms. Smith. Motion carried. Mr. Littell moved to approve the resolution to transfer funds between major categories within the library operating budget, seconded by Ms. Brooks. Motion carried.

New Business: While reviewing the board bylaws, Ms. Tyner pointed out that to be in compliance with a state requirement that media outlets be notified of the upcoming year's business meetings in December, the board would need to set the meeting dates at the last annual meeting rather than the first of the year as stated in the bylaws. Ms. Tyner also reminded the board that the State Library requires review of the bylaws occur only every three years rather than annually as stated in the CDPL bylaws. Mr. Littell moved to approve changing review of the bylaws to every three years and to setting in December upcoming year's board meeting dates, with Ms. Brooks seconding. Motion carried. AEDs have arrived at the library, Crawfordsville Fire Department will conduct staff training on AED operation on January 27th and 29th at 1 p.m. Ms. Tyner presented a Park and Rec request to use the back lot for children's activities at an upcoming Food Truck Friday event. The board approved by consensus.

Public Comments: Ms. Bennett thanked the library board for partnering with the League of Women Voters on the 100th anniversary of the 19th Amendment and Founding of the LWV.

Adjournment: Ms. Smith moved to adjourn the meeting, seconded by Ms. Stull. The meeting was adjourned at 5 p.m.