

**Shelby County Public Library
Board Meeting
January 6, 2022
Minutes**

The Library Board of Trustees Meeting of the Shelby County Public Library was called to order at 6:30 pm by Janet Compton.

Present

- Gina Bishop, Member
- Brian Brammer, Treasurer
- Janet Compton, President
- Bambi Garrison, Member (Zoom)
- Justin Stenger, Member
- Debra Tracy, Secretary (Zoom)

Non-Voting Members Present

- Brandy Graves, Library Staff
- Anne Tungate, Addison Times
- Janet Wallace, Library Director

Not Present

- Gayle Wiley, Member

December Minutes Approval

Motion – Brian Brammer
2nd – Gina Bishop
All Approved

Treasurer's Report Approval

Motion – Justin Stenger
2nd – Debra Tracy
All Approved

Check Register Approval

Motion – Gina Bishop
2nd – Debra Tracy
All Approved

Librarian's Report

- A. Staff changes for Oct, Nov, Dec. – Selina went back to full time 10/18. 20 hrs in payroll and 20 hrs in computer services. Dec 22 we rehired Taylor Robinson as a Youth Services Clerk.
- B. Growth improvements are included in board packets for staff. If there are any other goals board wants Janet to have they are to let her know. Also included is a schedule of specific things to be done each month for the board to go over.
- C. The children's room is empty of books. Progress is being made.

- D. Morristown had some activities in December.
- E. Jan 12 Ray Boomhower is coming to talk about one of his books.

Correspondence

- A. A letter from Chelsey Edwards putting in her two weeks' notice.

Old Business

- A. Update on bond/construction dates
 - a. IT'S STARTING. They came today and worked in the old Carnegie area, tearing off the bad sections to try and get it in better shape. Met with Jim Marshall, George Keppel, and Matt Mayo to discuss logistics.
 - b. Monday they will officially start work downstairs while working simultaneously working upstairs prepping and painting.
 - c. Books in adult services will start being moved. Quote from one company to move the main bookshelves, without books on them, was \$10k-\$15k.
 - i. Debra suggested calling Maddox Movers in Greensburg for a quote.
 - d. Carpet in CEW is done but they still have to come back and finish the baseboard.

New Business

- A. Officers
 - a. We need a Vice President as Jeff has left and Janet would be willing to step down from President.
 - b. Gina Bishop will be President.
 - c. Bambi Garrison will be Vice President.
 - d. Brian Brammer will continue to be Treasurer.
 - e. Debra Tracy will continue to be Secretary.
 - f. Janet Compton will be Assistant Treasurer (to fill in when Brian is not available).
 - g. Committees:
 - i. Insurance: Janet Compton and Bambi Garrison
 - ii. Personnel: Gina Bishop & Debra Tracy
 - iii. Building: Gayle Wiley and Jeff Wright
 - iv. Long-term planning: Brian Brammer and Janet Compton
 - v. Need to replace Jeff Wright on Building Committee. Justin Stenger willAll approve
- B. Transfers for Funds
 - a. A resolution was made to redistribute funds within major categories.
Motion – Brian Brammer
2nd – Justin Stenger
All approve
- C. Rainy Day Fund
 - a. We can add 15% of total budget. We are adding \$70,000 to Rainy Day Fund.
 - b. Resolution was made to distribute funds into the Rainy Day Fund.
Motion – Debra Tracy
2nd – Brian Brammer
All approve

D. Items approved for advanced payment

- a. Need to approve the monthly recurring expenses
Motion – Brian Brammer
2nd – Gina Bishop
All approve

E. Displays and Handouts policy

- a. Nothing was changed this year so it just needs to be reapproved.
Motion – Gina Bishop
2nd – Bambi Garrison
All approve

Two checks that are more than 2 years old that weren't cashed. Need approval to put that back into account.

Motion – Gina Bishop
2nd – Brian Brammer
All approve

Invoice sent to Jim Marshall and now we need to pay it. \$131,385 for the flooring in the library. Need approval to pay it.

Motion – Brian Brammer
2nd – Justin Stenger
All approve

There was an \$8,000 donation in December from Mr. Sobel. Every year he donates he discloses where he wants that money spent.

Justin asked about the Genealogical Historical Society disbanding and the five year wait period before the library could do anything with their materials, in case another society starts up. He wanted to make sure that was in writing somewhere. The society also donated their leftover funds to the Genealogy Department.

Meeting Adjourned

Meeting Adjourned: 7:10 pm

Next Meeting

February 3, 2022 @ 6:30 pm

Minutes Approved

Secretary

Date