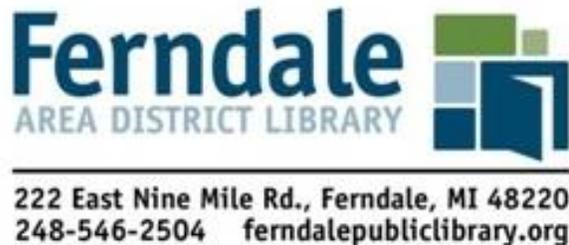


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BOARD OF TRUSTEES
Judeen Bartos
Frank Castronova
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Minutes of Board Meeting

October 15, 2015

1. Call to order: Meeting called to order by Judeen Bartos at 7:04 pm.

Motion: Appoint Monique to be the secretary in the absence of Frank. (Yezbick/second Dengate); passed unanimously.

2. Roll call: Monique Herzig, Adam Steinman, Patrick Dengate, Judeen Bartos, Kevin Yezbick, Adrienne Gilmore. Director Jessica Keyser and Recording Secretary Kerrie Patterson also present. Frank Castronova absent with notice.

3. Approval of agenda:

Motion: Approve the agenda. (Dengate/second Yezbick); passed unanimously.

4. Minutes: Approve September 17, 2015 regular meeting proposed minutes:

Motion: Approve September 17, 2015 regular meeting proposed minutes as presented. (Herzig /second Steinman); passed unanimously.

5. Public comments: None.

6. Director's report: (See att.) Old Time Radio Theater is a very popular program and another installment is coming soon. The Halloween Spooktacular may or may not be well-attended this year since it's on Halloween itself, but it still coincides with the city's trick or treating event as always. Audit fieldwork is happening next week. The auditors will come to a future board meeting to present their results. The Blackbelt Librarian training was fun and helpful; Jessica wants Warren Graham to visit the library to train the whole staff next year for the in-service if possible. A discussion of the new Local Hop app, which some library staff helped with, occurred. In addition, the library's phone system, which is part of the city's system, has been outdated since 2000 and has been going down frequently as of late. The city is converting their system, so the library has the option of joining them, which will be expensive, or it can go through TLN's cloud-based VOIP service. Jessica is attending a meeting about it on October 16th to find out more information. Everyone congratulated Jessica on winning the Staff Ultimate Warrior last month.

7. Retirement Account Transfer Resolutions: Tabled until next month's meeting.

8. FADL Board Committees – Review Jessica's Updates to the following:

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- Language update for Finance and Building: The Finance & Building Committee works with the Library Director to develop a fiscally responsible and innovative budget that takes into account changes in Library programming, material and facility needs. The Finance Committee regularly reviews financial reports, comparing budgeted to actual results, with the Director, as well as other issues related to the Library's fiscal agent that the Director deems relevant. Examples of these matters include payroll services, accounts payable, revenue and cash management, and audits, in addition to routine financial reporting. The Finance Committee works with the Director to develop and review policies that are related to financial matters and to advise the Board on contracting for building systems maintenance and repair.
- Description for Communications Committee: To provide adequate communication to the community about the library, and to provide relevant communication to the library about the community.

9. Board Retreat: For the purpose of getting a plan for the upcoming millage. Sunday, November 15th, from 9am-1pm, is the tentative date. A sub-committee of up to 3 board members can meet after the MLA conference, but before the retreat, to pre-plan things.

10. Policy Review/Revise:

A. Gifts and Sponsorships (14):

Motion: Adopt the revisions to the Gifts and Sponsorships policy as presented by Frank.

(Dengate/second Herzig); passed unanimously.

B. Courtyard Use (H):

Motion: Adopt the changes as presented. (Herzig/second Gilmore); passed unanimously.

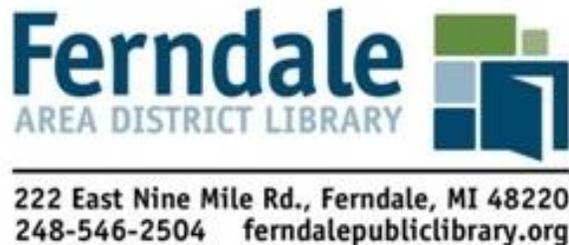
C. Whistleblower (new):

Motion: Approve the Whistleblower policy as edited. (Herzig/second Dengate); passed unanimously.

11. Committee reports:

A. Art & Exhibitions: No written report. Installing next exhibit on Sunday for Carl Wilson and Mariuca Rofick (photographs and digital copies of linocuts). The exhibit is called, "What We See" and it ties in with The DIA's "30 American's" exhibit which opens the same day. Reception and artist talk on November 5th, from 6-8pm.

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- B. Finance & Building: No written report. The library is mostly in charge of its own finances now. The community room wall needs repairs. Another clean-up day for this quarter should be scheduled, and the day of the board retreat seems to be the best time.
- C. Communications: The committee wants to make sure that city council meetings and other such meetings are attended by a board member or someone representing the library, and to have someone meet with the city a week before so that a speaker is on their agenda, etc.
- D. Friends of the FPL: (See att.) The library's beer and wine tents at DIY were very successful.
- E. Development and Fundraising: Frank is stepping down from this committee, as it conflicts with his job. Judeen nominated herself to be the new chair.
- F. Personnel: Jessica's annual review is coming up soon.

12. Review action items:

- A. Jessica will make sure the new committee descriptions get onto the website.
- B. Adrienne will send the survey before the next board meeting for staff and other board members about Jessica's performance review.

13. Announcements/comments from board members:

- A. Judeen: There is a DDA meeting on October 26th. The board should think about self-evaluations.
- B. Pat: Next month's board meeting will be his last, as it will be his 6-year mark. This gives the rest of the board a year to get someone up to speed before the next member election. He will send an official letter in a week or so, and will be leaving the A&E committee as well.
- C. Adam: Excited to start his committee work.
- D. Monique: Thanked Pat for his service and said that learned a lot from him.
- E. Adrienne: Thanked Pat for his service.
- F. Kevin: Thanked Pat for his service and said he appreciated Pat's attention to detail. It has also been a pleasure to work with him on the A&E committee.

14. Adjourn:

Motion: Adjourn the meeting at 8:18 pm. (Steinman/second Yezbick); passed unanimously.