FLORA PUBLIC LIBRARY BOARD MEETING

MONDAY, MARCH 14, 2022

CALL TO ORDER: President Maralee Johnson called the meeting to order on Monday, March 14th at 7:00 p.m.

RECOGNITION OF VISITORS: None

PRESENT: Karen Briscoe, Robbin Dickey, Maralee Johnson, Doug Mack, Dr. Robert Marley, Joe McCoy, Rebecca Stocke and Director Donna Corry. Absent: Joe Gilliland, Kari Warren

CORRESPONDENCE: None

APPROVAL OF MINUTES: A motion was made by Karen Briscoe to accept the minutes as presented. The motion was seconded by Joe McCoy. The motion passed unanimously.

TREASURER’S REPORT:

 -Review of financial reports and bank statements.

 A motion to accept the treasurer’s report, as presented, was made by Robbin Dickey and seconded by Doug Mack. The motion passed unanimously.

LIBRARY DIRECTOR’S REPORT:

-Comments on reports:

 -We have received reimbursement of most of the Tech Takeout grant - $12,109.00. I have requested reimbursement for the remaining $1,320.00

 -Jeremy issued the library a check for the remaining funds for this fiscal year in the amount of $37,305.55

-I gave Jeremy a copy of the approved budget. Our increase totaled $9000.00. The document he brought over reflected an increase of only $5000.00.

-We have the T Mobile hotspots. They are cataloged and ready to check out. The final policy is in the packet tonight. We are going to do more promotion now.

-Imagine This! Sent some mockups for the website. They are finished with their other projects and are working more on our website now.

-There has been no word on the two grants that will include funds for the roof. It may be April before we are notified. We had a few small leaks during the last heavy rain. Chad is working on getting those repaired.

-I would like to explore getting a cell phone for the library. More and more sites are going to two-step authentication. I have been using my phone but that is not an ideal situation. With our own phone, there would be no transition when someone leaves, etc. I will investigate different vendors.

-We are looking at an inflatable screen that could be used for movie nights in library park.

-We would like to start having some in-house programs. The board agreed that it would be okay.

COMMITTEE REPORTS: None

PAYMENT OF BILLS: A motion was made by Karen Briscoe and seconded by Rebecca Stocke to approve payment of the bills. The motion passed unanimously.

UNFINISHED BUSINESS: None

NEW BUSINESS

* The proposed FY2021-2022 Third Quarter Reports was presented and discussed. A motion was made by Karen Briscoe and seconded by Robbin Dickey to accept the 3rd Quarter Reports as presented. Motion was approved.
* A motion was made by Doug Mack, and seconded by Joe McCoy, to approve, as presented, the FY2021-2022 Third Quarter Budget Amendment. The motion was unanimously approved.
* The Laptop/Hotspot Policy (Digital Inclusion Grant) – Final Reading was reviewed and discussed. After discussion concluded (and a revision made to add a signature line at the bottom for patrons to sign- ensuring they were aware of and had read the policy was added) the motion, made by Robbin Dickey and seconded by Dr. Robert Marley, carried. The vote was unanimous.
* By-Laws – Review-1st Reading was presented and discussed. Director Corry pointed out that under “Amendments -page 5” according to the By-Laws: once an amendment or any other policy or procedural document has been provided to and given notice of the proposed change to the board at a regular board meeting, the proposed action may be voted on at the next regular board meeting. No action was required. The By-Laws will be revisited in April, 2022.
* Organizational Chart – Review- 1st Reading was presented and discussed. No action was required. The Organizational Chart will be revisited in April, 2022 as well.
* Routine Banking Procedures- Review-1st Reading was presented, reviewed and discussed. No action was required. This procedure will be reviewed in April, 2022.
* Budget and Finance Policy – New – 1st Reading was presented and discussed. No action was required. This policy will be revisited in April, 2022.
* Statements of Economic Interest were distributed to the board members present. The Statement of Economic Interest was discussed and reviewed at length because of the many new, in depth changes added this year. At the conclusion of the discussion, some Statements of Economic Interest were completed and turned in to Director Corry, while others elected to take theirs home and peruse it more thoroughly. The Statements of Economic Interest must be returned to Director Corry at the April meeting. This will allow Director Corry time to submit them by May 1st, 2022.
* Other New Business: None

EXECUTIVE SESSION (when needed): None

UPCOMING MEETINGS /EVENTS: None

ADJOURNMENT: The meeting concluded at 7:50 p.m.

Submitted by: Karen Briscoe 03-15-22