FLORA PUBLIC LIBRARY BOARD MEETING

MONDAY, MARCH 13, 2023

CALL TO ORDER: President Maralee Johnson called the meeting to order at 7 p.m. on Monday, March 13, 2023

RECOGNITION OF VISITORS: Matt Pyatt – Edward Jones

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

CORRESPONDENCE: None

APPROVAL OF MINUTES: A motion was made by Joe Gilliland to accept the minutes as presented. The motion was seconded by Robbin Dickey. 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 Rebecca Stocke and seconded by Jon Akers, and passed unanimously.

* Matt Pyatt, Edward Jones agent, reported that a $50,000 bond had reached maturity. He suggested two options. One, that the monies be re-invested in a 12-month CD with an interest rate of (APY) 5.495% or 2 - $25,000 CD’s at a slightly lower interest rate. One CD would be in the amount of $25,000 for 12 months and one CD- would be in the amount of $25,000 for 6 months. This would be advantageous if interest rates continue to increase in the months ahead. Joe Gilliland made the motion to proceed with re-investing the monies in 2- $25,000 CD’s- one at a 12-month term and one at a 6-month term. Robbin Dickey seconded the motion. The motion passed unanimously.
* Also at this time, Agent Pyatt asked the Board to consider rebalancing the Endowment Trust account. He suggested moving the bond mutual funds away from long term maturities to short and intermediate term maturities. A motion was made by Joe Gilliland to allow this to be done and Karen Briscoe seconded the motion. The motion successfully passed.

LIBRARY DIRECTOR’S REPORT:

Comments on reports:
 -We received a city check for $13,974.30 on March 3. Details are on page 6 of the report

-The Gardening and Horticulture programs continue to be well attended.

-The Friends of the Library donated $4,000.00 to the library last Thursday. $1,000 is to be used for summer reading and the remaining $3,000 is to be used as needed

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

* Personnel. A proposal was presented for consideration of how to proceed with staff changes upon the retirement of current Director Corry on August 31, 2023. The proposal overview was discussed and reviewed by all those present. No further action was taken at this board meeting.
* The Worker’s Compensation Policy and Procedures was presented for the Final Reading. It was reviewed and discussed. A motion was made by Robbin Dickey and seconded by Joe McCoy to accept the policy as presented. The motion carried.
* Technology Plan 2023-2026 – Final Reading was presented, reviewed, and discussed. Following this, Karen Briscoe made a motion to accept the Technology Plan as presented. This motion was seconded by Jon Akers. The motion carried.
* Capital Asset Policy – Final Reading was reviewed and discussed. A motion was made by Joe Gilliland and seconded by Karen Briscoe to accept the policy as presented and discussed. The motion passed.
* Freedom of Information Act Update – Final Reading was presented and reviewed. Robbin Dickey made a motion to accept the update as presented with Rebecca Stocke seconding the motion. The motion passed unanimously.
* Volunteer Policy Review was discussed. Following the discussion, it was decided to table the vote until some clarifications had been made. Director Corry will present the Board’s concerns/ questions to City Hall to receive more information on this policy. The motion to table the Volunteer Policy until further information is gathered was made by Rebecca Stocke and seconded by Jon Akers. The motion carried.
* Equipment: A motion was made by Joe McCoy to replace the FLOP 3866 Circ Left, FLOP 3865 Circ Right, FLOP 4085 Child OPAC, and FLOP 4084 Adult OPAC (these computers are NOT compatible with Windows 11) with 2 NUC11 (PAC Workstations and 2 NUC11 Staff Workstations from Lazerware. The estimate for the NUC11 PAC Workstations was $967.24 each (Estimate # 3513) and the estimate for the NUC11 Staff Workstations was $1,103.99 each (Estimate # 3511). This motion was seconded by Joe Gilliland. The motion carried.
* Other New Business: A reminder was given by President Johnson for board members to review, sign and return the Whistleblower policy to City Hall.

EXECUTIVE SESSION (when needed): None

UPCOMING MEETINGS /EVENTS:

* Gardening and Horticulture series, Every Wednesday, 2-3 p.m. through March 2023.
* Casey Cross Book Signing – Friday, March 24th, 5:00 p.m.
* Friends of the Library Book Sale, April 22nd, 2023

OPEN: None

ADJOURNMENT: The meeting concluded at 7:52 p.m.

Submitted by: Karen Briscoe 03-15-23