

**Carmel Clay Public Library  
Minutes of the Board of Trustees Meeting  
March 28, 2022**

**Monon Community Center  
5:30 p.m.**

Present: President Patti Napier, Vice President Ranj Puthran, Treasurer Ije Diké-Young; Members Stephanie Kim (via Zoom), Anne Poindexter, John Williams, Xiao Ou Yuan; Director Bob Swanay; Assistant Director Beth Meyer; Managers Lisa Dick, Christy Walker

Guests: Marc Griffith, Hal Espey, Kevin Huse, Elias Rebollar

**CALL TO ORDER/WELCOME**

President P. Napier called the meeting to order at 5:29 p.m. All in attendance were welcomed.

**AGENDA**

R. Puthran moved to adopt the agenda, seconded by J. Williams, and the motion carried unanimously.

**CONSENT AGENDA**

The consent agenda included Minutes from February 28, 2022, Board of Trustees meeting, Veridus Construction Update minutes, and Personnel Changes.

S. Kim moved to approve the consent agenda, seconded by X. Yuan, and the motion carried unanimously.

**ITEMS REMOVED FROM CONSENT AGENDA**

No items were removed from the consent agenda.

**DIRECTOR'S REPORT**

B. Swanay said that seven staff members attended the conference in Portland, and there were a lot of good sessions.

J. Williams moved to approve the Director's Report, seconded by X. Yuan, and the motion carried unanimously.

**CLAIMS AND WARRANTS**

I. Diké-Young stated that there was nothing unusual to report for the month of February. I. Dike-Young said that salaries and benefits are about 62 percent of our year-to-date operating expenditures.

R. Puthran moved to receive the financial report, seconded by A. Poindexter, and the motion carried unanimously.

R. Puthran moved to approve the bills list, seconded by A. Poindexter, and the motion carried unanimously.

**TRUSTEE LIAISON REPORTS**

There were no reports.

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**STAFF REPORTS**

P. Napier commented that the Annual Report was well done. In addition, P. Napier complimented B. Swanay's summary that painted the picture of all the transitions and the various departments provided good coverage of what has taken place. B. Swanay acknowledged the effort of C. Walker and her department to get the Annual Report out.

**RENOVATION UPDATE**

Marc Griffith with Veridus included an update of the renovation and expansion project. This summary is included as a separate document. B. Swanay stated he has a meeting with Mayor Brainard to discuss the roundabout art. Mayor Brainard is open to the art relating to the library and the schools. B. Swanay said we will close the Merchants' Square location in August to move into the renovated library if the construction stays on schedule. During the months the library is closed, we will be involved in moving from Merchants' Square, receiving new furniture, and a lot of training for staff.

**OLD BUSINESS**

There was no old business. R. Puthran asked about the mobile library. B. Swanay stated it was removed from the fixed asset inventory. The Foundation will try to auction it. B. Swanay stated we have a far better outreach strategy than what we were doing with the mobile library.

**NEW BUSINESS**

J. Williams stated the personnel committee met virtually to discuss the two proposed teen librarian positions. Because the size of the teen area is being tripled and because of more programs that will be offered, we will need more staff. We were significantly under budget for 2021 staffing. We have built in an increase of over 2 million dollars for staffing at the renovated library, so the budget will allow for these two teen librarian positions. S. Kim added that the staff has done a good job making sure that they are not just spending budget money because it is available, but they are doing their due diligence and being conservative. S. Kim stated there is a lot of thought that has gone into the recommendation of these new positions. B. Swanay stated just retiring the mobile library represents a significant amount of savings. We are being more efficient in our community outreach, doing a better job with less budget dollars. In addition, there is a position in Technical Services that we have retired.

R. Puthran moved to approve the librarian positions, seconded by A. Poindexter, and the motion carried.

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**ADJOURN**

P. Napier adjourned the meeting at 5:56 p.m.

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Patti Napier, President  
Board of Trustees

/jrm