

**Carmel Clay Public Library
Minutes of the Board of Trustees Meeting
April 24, 2023**

**Board Room
5:30 p.m.**

Present: President Patti Napier, Vice President Ranj Puthran, Treasurer Ije Dike-Young, Secretary Casey Wilson; Members Stephanie Kim (via Zoom), Anne Poindexter, John Williams, Xiao Ou Yuan; Director Bob Swanay; Assistant Director Beth Meyer; Managers Lisa Dick, Peter Konshak, Sara O'Sha, and DML Supervisor Kristy Leverock-Thompson

Guests: Ann O'Hara, Marc Griffith, Steve Smith

CALL TO ORDER/WELCOME

President P. Napier called the meeting to order at 5:30 p.m. All in attendance were welcomed.

AGENDA

A. Poindexter moved to adopt the agenda, seconded by C. Wilson, and the motion carried.

CONSENT AGENDA

Consent agenda included Minutes from the March 27, 2023 Board of Trustees meeting, Claims and Warrants, Minutes from March 27, 2023 Executive Session.

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

ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda.

DIRECTOR'S REPORT

Director B. Swanay discussed feedback received from the community about the addition of disability parking. He stated that while there are many spots on the first floor of the garage as well as in the surface lot, many visitors would like to use the top floor of the garage. B. Swanay offered that creating more disability parking on the top floor of the garage leading onto the second floor of the library would be a reasonable solution. He went on to explain that additional furniture is being added to the skywalk vestibule and second floor hallway for visitors who may need to sit and rest upon entering the building. J. Williams asked about a disability audit and B. Swanay responded that we are currently working with an organization that will engage the community in accessibility solutions for all.

P. Napier moved to accept the Director's Report, seconded by J. Williams, and the carried unanimously.

TRUSTEE LIAISON REPORTS

There were no reports.

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STAFF REPORTS

Peter Konshak and Kristy Leverock-Thompson provided an overview of the Digital Media Lab.

RENOVATION UPDATE

M. Griffith stated we have an executed memorandum of understanding with Executive Elevator regarding protocol on how to keep the garage elevator spaces clean. The agreement is included in the board packet. A full audit was done regarding door hardware. Most of the issues have been addressed, but there are still some issues that need to be resolved over the next week or two. Skillman had to go outside the original contractors to resolve the door hardware problems. A punch list walk will be scheduled within the next two weeks to address landscaping. There was a punch list on the AV components in the Community Room. Work will continue to be done to fix issues with the AV. M. Griffith stated that there are under two dozen items left on the punch list, but as issues are being resolved, other issues are being identified. All solar components are here except for an enclosure needed to protect equipment on roof. Once that piece is available, solar panels will be ready to energize. When everything is in place for the solar panels, B. Swanay said we will do a ribbon cutting.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

Safe Child Policy – B. Swanay included the policies that would be superseded by the draft of the Safe Child Policy in the board packet. The goal of the proposed policy is to be clearer.

A. Poindexter moved to approve the Safe Child Policy, seconded by R. Puthran, and the motion carried unanimously.

B. Swanay stated there are two board member appointments the school board needs to make. The first one is for John Williams to be reappointed. The second is for a replacement for Patti Napier since she can no longer serve. She has served 16 years, the maximum number of years permitted. Dr. Beresford requested a recommendation he can take to the school board. B. Swanay has a couple of recommendations for consideration, Terri Spielman and Rosie Faulk. The appointment should be made in June. It was decided to consider those recommendations and see if there are other recommendations to consider. A decision as to whom should be recommended will be made at the May board meeting.

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ADJOURN

P. Napier adjourned the meeting at 6:32 p.m.

Casey Wilson, Secretary
Board of Trustees

/jrm