

**Carmel Clay Public Library
Minutes of the Board of Trustees Meeting
March 25, 2024**

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

Present: President Ranj Puthran, Vice President Stephanie Kim (via Zoom), Secretary Casey Wilson; Members John Williams, Xiao Ou Yuan; Director Bob Swanay; Assistant Director Beth Meyer; Managers Lisa Dick, Sara O'Sha, Christy Walker

Guests: Ann O'Hara, Steve Smith

CALL TO ORDER/WELCOME

President R. Puthran called the meeting to order at 5:31 p.m. All in attendance were welcomed.

AGENDA

C. Wilson moved to adopt the agenda, seconded by X. Yuan, and the motion carried unanimously.

CONSENT AGENDA

The consent agenda included minutes of February 26, 2024, Board of Trustees meeting, Claims and Warrants, Personnel Changes, and the Annual Report.

C. Wilson 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.

TRUSTEE LIAISON REPORT

There were no reports.

DIRECTOR'S REPORT

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

STAFF REPORTS

Technical Services Manager Lisa Dick provided an update of the Collection Diversity.

RENOVATION UPDATE

B. Swanay stated there was a Building and Grounds Committee meeting before the board meeting. The ceiling panels that were about to fall have been secured and do not pose a safety threat, so that issue is resolved. We are still discussing the cause of the loose panels. It could be an issue of the air being too dry. The shades are complete. Everything is functional in the Community Room. There are some shades to be checked in the study rooms in the reading room area. Eventually, the shades that were not replaced with the renovation will be replaced so all the shades will match. In addition, some trees still need to be replanted. Replanting will

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begin around April 15 and conclude around May 1. Most of the breaker panels were unlabeled, so West Electric has worked for the past three weeks to label the panels. That work is also completed. We are close to closing the renovation/expansion project.

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

Resolution 6-2024: Purchasing Authority Policy

X. Yuan moved to approve Resolution 6-2024, seconded by J. Williams, and the motion carried unanimously.

ADJOURN

R. Puthran adjourned the meeting at 6:08 p.m.

Casey Wilson, Secretary
Board of Trustees

/jrm