

**Carmel Clay Public Library
Minutes of the Board of Trustees Meeting
April 25, 2022**

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

Present: President Patti Napier, Vice President Ranj Puthran, Secretary Casey Wilson, Treasurer Ije Diké-Young; Members Stephanie Kim, Anne Poindexter, John Williams; Director Bob Swanay; Managers Lisa Dick, Sara O'Sha, Christy Walker

Guests: Marc Griffith, Kevin Huse, Micah Abbott

CALL TO ORDER/WELCOME

President P. Napier called the meeting to order at 5:33 p.m. All in attendance were welcomed.

AGENDA

R. Puthran moved to adopt the agenda, seconded by C. Wilson, and the motion carried.

CONSENT AGENDA

The consent agenda included Minutes from April 25 28, 2022, Board of Trustees meeting, Veridus Construction Update minutes, Minutes from April 13 Executive Session and Open Session, and Claims and Warrants.

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

ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda.

DIRECTOR'S REPORT

B. Swanay said he had a good meeting with Mayor Brainard concerning the roundabout art on Main and Richland. B. Swanay was invited to meet with a prospective artist to discuss the process. The mayor is open to doing an RFP to look for an artist. B. Swanay does not have anything specifically in mind other than that it relates to the library and to the high school. B. Swanay reminded us that the northwest corner of the library is all glass and will overlook the roundabout, making the artwork a big part of the scenery. B. Swanay expressed his appreciation of being able to be included in the project. B. Swanay has invited the mayor to tour the new library. Also, B. Swanay said he will give an update on the project to the Carmel Rotary Club at the May 13th meeting. B. Swanay stated the strategic planning process of First Person was reviewed and found favorable. We will be kicking off the planning this Friday with the management team. This strategic plan will be unusual in that about 40 percent of the goals we will be creating will be internal, leaving 60 percent external, ways we can serve the public better. Hopefully in this process there will be an opportunity to learn about who is not using the library and what we can do to attract them to our new facility where we will be able to provide services in a greater depth than we have in the past. The board will be a stakeholder group, so there will be a planning session. B. Swanay reported we have successfully changed the address of the library to 425 E. Main Street.

A. Poindexter moved to approve the Director's Report, seconded by C. Wilson, and the motion carried.

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TRUSTEE LIAISON REPORTS

There were no reports.

STAFF REPORTS

E. Story has worked at the library for eight years. She began as a clerk in Circulation and is currently the Circulation Manager. E. Story stated the Circulation staff are the first people patrons see when they walk in the library. There are currently 31 staff members in the department which includes the manager, assistant manager, supervisors, clerks, pages, and couriers. The couriers are staff that used to be part of the Mobile Library. Their new title is Courier/Outreach Assistants. They take materials from the Main Library and deliver them to the West Branch and transport homebound and preschool deliveries. E. Story detailed the functions of the Circulation Department. E. Story explained how the new holds lockers process will work.

RENOVATION UPDATE

Marc Griffith with Veridus included an update of the renovation and expansion project. This summary is included as a separate document.

OLD BUSINESS

There was no old business.

NEW BUSINESS

P. Napier said per our policy, a nominating committee is appointed during the April board meeting. The nominating committee will be made up of the current president and the two past presidents and the director. The nominating committee will include P. Napier, R. Puthran, and B. Swanay.

ADJOURN

P. Napier adjourned the meeting at 6:05 p.m.

Casey Wilson, Secretary
Board of Trustees

/jrm