

**Carmel Clay Public Library  
Minutes of the Board of Trustees Meeting  
January 23, 2023**

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

Present: President Patti Napier, Vice President Ranj Puthran, Treasurer Ije Diké-Young, Secretary Casey Wilson; Members Stephanie Kim, John Williams via Zoom, Xiao Ou Yuan; Director Bob Swanay; Assistant Director Beth Meyer; Managers Lisa Dick, Sara O'Sha, Christy Walker, Johnna Mishelow

Guests: Deputy Smith

**CALL TO ORDER/WELCOME**

President P. Napier called the meeting to order at 5:32 p.m. All in attendance were welcomed.

**AGENDA**

R. Puthran moved to adopt the agenda, seconded by X. Yuan, and the motion carried unanimously.

**CONSENT AGENDA**

The consent agenda included Minutes from December 19, 2022 Board of Trustees meeting and Claims and Warrants.

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

**ITEMS REMOVED FROM CONSENT AGENDA**

No items were removed from the consent agenda.

**DIRECTOR'S REPORT**

B. Swanay had nothing to add to the Director's Report. B. Meyer passed out a document to provide statistics from last year to this year. The information is included in the board packet.

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

**TRUSTEE LIAISON REPORTS**

There were no reports.

**STAFF REPORTS**

Adult Services Manager Sara O'Sha shared statistics and general information about the library's digital content.

**RENOVATION UPDATE**

**Minutes of the Board of Trustees Meeting**  
**January 23, 2023**  
**Page 2**

**OLD BUSINESS**

Construction Update- B. Swanay said we are in a new push to finish items still on the punch list. He met with the new project manager and Victor Landfair. There are many small issues that have been addressed over the last week. In addition, the last of the materials to be craned to the roof for the solar project will be done tomorrow. B. Swanay stated the reason the elevator did not work the latest time was due to leaves and debris. We will continue to monitor the situation. A construction cost update was included in the board packet.

Attorney/Parliamentarian - The board discussed flat fee versus an hourly fee. R. Puthran moved to approve the proposal submitted by Anne O'Hara, seconded by S. Kim, and the motion carried unanimously.

Meeting Room Policy update – B. Swanay stated that I. Dike-Young and himself met with the library's insurance agent since the Meeting Room Policy was tabled last month. The conclusion of the meeting was that the library's current insurance coverage will suffice for the meeting spaces.

R. Puthran moved to accept the Meeting Room Policy, seconded by X. Yuan, and the motion carried unanimously.

**NEW BUSINESS**

Electronic Vehicle Charging Station Fee Policy draft – B. Swanay said we have two electronic vehicle chargers in the parking garage. I. Dike-Young said Indianapolis Public Library charges \$2.50 per hour in half hour increments. The city of Carmel provides free charging stations. Bruce Breeden from Telamon said the actual cost to Carmel Clay Public Library will be about \$3.00 per hour. Some private stations charge \$5 to \$7 per hour.

C. Wilson moved to accept the Electronic Charging Station Fee Policy, seconded by X. Yuan, and the motion carried unanimously.

Resolution 1-2023: I. Dike-Young explain some staff have reached the maximum threshold of their salary schedules. Because of this, they received a 2 percent increase instead of 4 percent like the rest of the staff. For this reason, the request is for the board to approve those staff who have reached the threshold to be paid in the form of a bonus. In addition, levels 10 and 11 must be approved by the board for the same salary increase.

R. Puthran moved to approve Resolution 1-2023, seconded by X. Yuan, and the motion carried unanimously.

**ADJOURN**

P. Napier adjourned the meeting at 6:23 p.m.

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Casey Wilson, Secretary  
Board of Trustees

/jrm