

PAL Library Cooperative

Minutes of the Governing Board Meeting held Monday, February 11, 2019.

The meeting was held at the Alachua County Library District HQ in Alachua County; Gainesville, Florida.

The meeting was called to order at 10:07 AM by Ms. Rosemary Anderson, Chairperson. She established that a quorum was present. Members attending were Ms. Rosemary Anderson and Ms. Lynn Andrews, Putnam County; Ms. Kim Worley, Alachua County; and Mr. David Kendall and Mr. Jim Posteraro, Levy County. Absent was Dr. Sharlynn Sweeney, Alachua County.

Also attending were: Ms. Marlene Glennon, PAL Administrator; Ms. Stella Brown, Interim Putnam County Library System Director; Ms. Chris Culp, filling in for Ms. Shaney Livingston, Alachua County Library System Director; and Ms. Jeanine Turner, Levy County Library System Director.

Members of the public attending were: Ms. Jenny Rodgers and Ms. Jennifer Becker, Levy County Public Library System; and Mr. Jeremy Yates and Ms. Mischa Johns, Putnam County Library System.

Mr. Posteraro made a motion to approve the agenda, and was seconded by Ms. Worley. All were in agreement.

Ms. Worley made a motion to approve the minutes from the November 5, 2018 regular meeting as presented, and was seconded by Mr. Posteraro. All were in agreement.

Special Presentations

Ms. Poornima Srinivasan from the auditing firm Carr, Riggs, and Ingram filled in for her colleague, Frank Mason and presented an update on the progress of PAL's FY 17-18 audit. Due to the delay in receiving the pension liability from FRS, that is why PAL's audit was not complete by today's meeting. However, it is nearly done and will be ready within the next few weeks.

The two treasurer's reports (a Nov-Jan report with a slight budget amendment based on the regular State Aid operating grant, and a separate report for what has been spent of the LSTA grant so far) were presented by Mr. Kendall. He is comfortable with the bank balances and QuickBooks reconciliation reports Ms. Glennon has done for November 2018 - January 2019. Upon motion by Ms. Worley, seconded by Ms. Andrews, all approved the State Aid report. No action needed on the LSTA report.

The board reviewed Ms. Glennon's Administrator's Report. No action needed.

New Business:

-The board gave an annual review of the PAL Administrator after each member submitted a written evaluation to Ms. Brown who collected them and turned them over to the board chair. Ms. Anderson reported that Ms. Glennon's overall score was in the Outstanding range and the board has been very pleased with her performance so far. Mr. Posteraro asked if PAL will be discussing updates to the next Long-Range Plan. Ms. Glennon said that she has already had preliminary discussions on this topic with the three county directors, and will put it on the next board meeting agenda to discuss in order for its 2020 renewal date.

-Due to increases this year in the cost of Ms. Glennon's cell phone and WiFi bills, she is asking the board for an increase in her monthly 30% communications reimbursement from \$50 to \$64. Upon motion by Ms. Worley, seconded by Mr. Kendall, all approved this.

There being no other new business, the Governing Board concluded the rest of its business as follows:

Heard comments from Governing Board members

Heard comments from the Library Directors and their county library employees, including Jenny Rodgers and Jennifer Becker from Levy County, and Jeremy Yates and Mischa Johns from Putnam County as to the excellent progress of the LSTA grant in their county during this fiscal year.

Asked for comments from citizens of which there were none

Announced that the next regular meeting of the Governing Board will be held on Monday, May 20, 2019, 10:00 am, at Putnam County Library System.

With its business being completed upon motion by Mr. Kendall, seconded by Mr. Posteraro, the Governing Board adjourned at 11:15 AM.

Respectfully Submitted,

Marlene Glennon