

PAL Library Cooperative

Minutes of the Governing Board Meeting held on Monday, February 22, 2021.

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

The meeting was called to order at 10:00 AM by Ms. Kim Worley, Board Vice-chairperson. She established that a quorum was present. Members attending were Ms. Linda Jackson and Ms. Kim Worley, Alachua County; Mr. David Kendall, Board Treasurer, Levy County; and Ms. Rosemary Anderson and Ms. Nancy Taylor, Putnam County (new PAL GB member from Putnam who replaced Ms. Lynn Andrews, who resigned on 12-31-20). Member not attending was: Mr. Jim Posteraro, Board Chair, Levy County

Also attending were: Ms. Marlene Glennon, PAL Administrator; Ms. Shaney Livingston, Alachua County Library System Director; Ms. Stella Brown, Putnam County Library System Director; and Ms. Niurka Klemencic, Levy County Library System Director.

Members of the public attending were: Ms. Layce Hallman, Office Manager at Levy County Public Library System; Ms. Joyce West, Public Services Director at Alachua County Library District; Mr. Paul Lightcap, Technical Services Senior Manager at Alachua County Library District; Mr. Adam Brooks, Administrative Services Division Director at Alachua County Library District; and Mr. Chris Cochran, Automated Services Administrator at Alachua County Library District.

Mr. Kendall made a motion to approve the agenda as presented, and was seconded by Ms. Anderson. All were in agreement.

Ms. Jackson made a motion to approve the minutes from the November 2, 2020 meeting as presented, and was seconded by Mr. Kendall. All were in agreement.

Mr. Kendall presented the treasurer's reports for PAL's State Aid Grant, LSTA 2021 Grant, and C.A.R.E.S. Grant, for November 2020 through January 2021. He is comfortable with the bank balances and QuickBooks reconciliation reports that Ms. Glennon has done. Upon motion by Ms. Anderson, seconded by Ms. Jackson, all approved the State Aid report. Upon motion by Mr. Kendall, seconded by Ms. Jackson, all approved the LSTA Grant report. Upon motion by Mr. Kendall, seconded by Ms. Jackson, all approved the C.A.R.E.S Grant report. Ms. Worley signed all three documents.

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

New Business:

---Because PAL's contract with its current auditor will expire on September 30, 2021, Ms. Glennon created an Auditor Selection Committee with Ms. Klemencic, Ms. Brown, and Ms. Worley to choose the next auditing firm who will perform PAL's audit for FY 2021-2023. The committee unanimously chose the proposal by the firm Powell and Jones because of their experience working with several other libraries in NE Florida area. Upon motion by Mr. Kendall, seconded by Ms. Jackson, all approved the committee's choice.

---Applications for the 2022 LSTA Grant are now open, so Ms. Glennon asked the three county library directors if they wanted to collaborate on a project again for next fiscal year. Levy and Putnam agreed, so a committee was made with Ms. Glennon as the grant-writer and facilitator with Ms. Klemencic and Ms. Hallman from Levy County Library System, and Ms. Brown and Ms. Mischa Johns from Putnam County Library System. Our project is tentatively titled: *Project Earth: Expanding Cultural Horizons Through Technology*. We will purchase additional Virtual Reality equipment and supplies to create programs that will take library users on

virtual trips to designated countries around the world and provide themed-activities to learn more about aspects of their culture such as history, art, language, architecture, cuisine, and fashion.

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.

Asked for comments from citizens of which there were none

Announced that the next meeting of the Governing Board will be held on Monday, May 17, 2021 at 10:00 am, at the Putnam County Library System HQ in Palatka, Florida.

With its business being completed, upon motion by Mr. Kendall, seconded by Ms. Jackson, Ms. Worley adjourned the Governing Board adjourned at 10:29 AM.

Respectfully Submitted,

Marlene Glennon