

PAL Library Cooperative

Minutes of the Governing Board Meeting held on Monday, November 14, 2022.

The meeting was held at Bronson Library, Levy County Library System HQ; Bronson, Florida.

The meeting was called to order at 10:08 AM by Ms. Kim Worley, Chairperson. She established that a quorum was present. Members attending were Ms. Linda Jackson and Ms. Kim Worley of Alachua County; Mr. David Kendall and Ms. Niurka Klemencic of Levy County; and Ms. Rosemary Anderson and Ms. Nancy Taylor of Putnam County.

Also attending were: Ms. Marlene Glennon, PAL Administrator; Ms. Shaney Livingston, Alachua County Library System Director; and Ms. Darlene Slattery, Levy County Library System Director, and Layce Hallman, Levy County Library System Office Manager and Programs Coordinator. Ms. Bianca Bernardini attended in place of Ms. Stella Brown, Putnam County Library System Director (who attended remotely, via phone).

There were no members of the public in attendance.

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

Ms. Taylor made a motion to approve the corrected minutes as presented at the meeting (the document previously mailed to the board members had a few mistakes), and was seconded by Mr. Kendall. All were in agreement.

Mr. Kendall presented the treasurer's reports for the final quarter of FY 2022 for PAL's State Aid and for the first month of FY 2023. He said the bank balances and QuickBooks reconciliation reports that Ms. Glennon has done are all accurate. Upon motion by Ms. Taylor, and seconded by Ms. Jackson, all approved these reports.

The board reviewed Ms. Glennon's Administrator's Report. No action needed. Ms. Jackson had a question about PAL's social media presence. Ms. Glennon responded that PAL has a Facebook page, Twitter page, and Instagram page. There is not much activity on these pages, but Ms. Glennon will like and share other advertisement posts from Putnam, Alachua, and Levy Counties on the PAL pages, to boost their visibility.

New Business:

---The board reviewed the Combined Budget for PAL's Fiscal Year 2023 State Aid to Libraries application.

Mr. Kendall made a motion to approve it, seconded by Ms. Klemencic. All were in agreement.

---The board reviewed a request for a 5% cost-of-living adjustment (COLA) for the PAL Administrator. Mr. Kendall remarked that this is long overdue because Ms. Glennon has not received a COLA since she began her employment at PAL in 2017. This salary increase will easily fit in the budget because PAL recently changed insurance companies (for General Liability and Workers Comp) from FMIT to State Farm at a significant cost savings. Ms. Jackson made a motion to approve this, seconded by Ms. Klemencic. All were in agreement.

---Ms. Glennon presented the PAL Governing Board meeting schedule for calendar year 2023. Mr. Kendall made a motion to approve it, seconded by Ms. Klemencic. All were in agreement.

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, February 27, 2023, at 10:00 am, at the Alachua County Library System HQ in Gainesville. *At the PAL*

Directors meeting on 1/30/23, we decided to cancel this meeting and table the agenda items to the following PAL Governing Board meeting scheduled for 5/22/23. -MRG, 1/30/23

With its business being completed, upon motion by Mr. Kendall, seconded by Ms. Jackson, the Governing Board adjourned at 10:34 AM.

Respectfully Submitted,
Marlene Glennon