

PAL Library Cooperative

Minutes of the Governing Board Meeting held on Monday, May 22, 2023.

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

The meeting was called to order at 10:03 AM by Ms. Nancy Taylor, Vice-Chairperson. She established that a quorum was present. Members attending were Ms. Ester Tibbs and Mr. Larry McDaniel, Alachua County; Mr. David Kendall, Levy County; and Ms. Nancy Taylor, Putnam County. Member absent was: Ms. Rosemary Anderson, Putnam County. There is a vacant governing board member position currently in Levy County.

Also attending were: Ms. Marlene Glennon, PAL Administrator; Ms. Joyce West, Mr. Brad McClenny, Ms. Deanna Nelson, and Ms. Sarah Vidal, Alachua County Library System; Ms. Stella Brown and Ms. Mischa Johns, Putnam County Library System Direct; Ms. Layce Hallman and Ms. Jacqueline Bell, Levy County Library System.

Member of the public in attendance: Brad Hough of Powell and Jones CPA.

Ms. Taylor called the meeting to order at 10:03 AM. Mr. Kendall made a motion to approve the agenda, and was seconded by Mr. McDaniel. All were in agreement.

The February 27, 2023 meeting was canceled due to lack of agenda items. Mr. Kendall made a motion to approve the November 14, 2022 minutes, and was seconded by Mr. Kendall. All were in agreement.

Mr. Brad Hough of Powell and Jones CPAs presented PAL's audit report of FY 2022. It was reviewed by his staff and the PAL Administrator and PAL Financial Consultant, Lora Douglas. They all concluded that it was a clean audit with no findings. Mr. Hough went through each of the required disclosure documents in the report and praised Ms. Glennon for giving him and his staff complete access to all of PAL's financial records and answered all of his questions in a timely manner. Ms. Tibbs made a motion to approve the audit report, and was seconded by Ms. Taylor. All were in agreement.

Mr. Kendall presented the treasurer's report for PAL's State Aid expenditures from November 2022 through April 2023. He said we are in an excellent financial situation. He asked the three county library directors/representatives if they are comfortable with their financial situations, and they all agreed. Ms. Glennon sends them regular budget snapshot reports. They are spending their allocated funds in a timely manner and are on track to finish in advance of the end of the fiscal year. Mr. Kendall proposed that each county receive an additional allocation of \$50k each for this fiscal year only, in order to reduce the large amount in PAL's reserve funds. Mr. McDaniel proposed that we table this discussion to the next board meeting in August. The other members agreed. Upon motion by Mr. McDaniel, seconded by Ms. Tibbs, all approved the treasurer's report.

The board reviewed Ms. Glennon's Administrator's Report. No action needed. Mr. Kendall thanked Ms. Glennon for her continued diligence.

New Business:

None

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, August 28, 2023, 10:00 am. The location will be changed from Alachua County Library System to Putnam County Library System.

With its business being completed, upon motion by Mr. McDaniel, seconded by Ms. Tibbs, Ms. Taylor adjourned the Governing Board adjourned at 10:45 AM.

Respectfully Submitted,

Marlene Glennon