

North Shelby Library District
Board of Trustees Special Meeting

5521 Cahaba Valley Road
Birmingham, AL 35242

July 23, 2024 at 2:00 p.m.

Agenda

1. SWEARING IN CEREMONY
 - i) Alabama Court of Civil Appeals Judge Matt Friday
2. ELECTION OF TEMPORARY OFFICERS
 - i) President, Vice-President, Treasurer, and Secretary
3. RESOLUTIONS FOR BANKING, INSURANCE, and ACCOUNTING
 - i) Cadence and PNC Banks will require a resolution passed by a majority of the Board stating the following:
 1. Names of Board members being removed
 2. Names of Board members being added
 3. Board members that will be signers on banking accounts
 - ii) Cadence and PNC Banks will also require a copy of driver licenses social security number, home address, employer, email, and cell number for all board members being added to the accounts.
 - iii) Insurance will need a resolution within the minutes showing the elected officers.
 - iv) Request the State Department of Public Accounts to audit the North Shelby Library District for compliance with applicable state laws and adequate internal controls.
4. RESOLUTIONS FOR MORTGAGES INCLUDING DISCUSSION OF BILLING
 - i) Library's banker is drafting a resolution that will be ready for August meeting
 - ii) The discussion of billing needs to still happen to be ready
5. ASSUMPTION OF RESPONSIBILITY FOR CREDIT ACCOUNTS
 - i) One Board member will need to be added to the library's credit card account
6. RESOLUTION ACCEPTING CHANGES TO ALABAMA PUBLIC LIBRARY SERVICE GUIDELINES
 - i) As amended May 31, 2024, and effective July 15, 2024, all public libraries, in order to qualify to receive state aid must comply with Rule 520-2-2-0.3 of the Alabama Administrative Code.
 - ii) Note the amended sections: 2-f-6, 2-f-11, 2-f-12, 2-f-13, 2-i, 2-j, 2-k, 4
7. SCHEDULE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES