

SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

April 12, 2016

The regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:04 pm by President Michael Tackett. Members present included Duane Mills, Dan Miller, and Jennifer Baldwin. Also attending were Barbara O'Hara, Director; Mandy Brooks, Recording Secretary; Heather Dieffenbach, Reginal Librarian; Jamie Bartek, Library Assistant Adult Services; Yolanda Poston, Library Assistant Youth Services; Bruce Lankford, Attorney, who arrived at 5:14pm; Ian Beattie, Brandstetter Carroll, who arrived at 5:24pm; and Christie Robinson, Friends of the Scott County Public Library Board President who arrived at 5:30pm.

Public Comments: None

Introduction of New Staff: Barbara introduced Jamie Bartek and Yolanda Poston to the board. Both are new hires who started at the Library on March 1st. Jamie and Yolanda both gave a brief description of their backgrounds and the Board welcomed them to the Library. Both Jamie and Yolanda left the meeting at 5:09pm.

MOTION by Jennifer Baldwin to approve the regular monthly meeting minutes. Second by Duane Mills. Motion carried.

MOTION by Dan Miller to approve the Treasurer's report. Second by Duane Mills. Motion carried.

Review of Director/Board Member Expenses: None.

MOTION by Jennifer Baldwin to approve the voucher. Second by Dan Miller. Motion carried.

Circulation Report: Nothing new to report. Stats remain consistent.

Building Maintenance/Security Report: Barbara reported that the alarm company has called late at night to report noise in the building but this is due to the construction workers working late.

Construction Update: Ian arrived at 5:24 and let the board know that all dates are currently on target. Moving will begin on April 18th. The clock tower is the only concern at this point, as the stones are on order but will arrive late. The Library will be closed for 7 weeks, re-opening June 4th.

Numbers for the update to the existing public restrooms are being wrapped up, stripping for the new book drop area will be completed soon, and the dedication plaque is up for review and will need approval soon to be ready for the re-opening. Ian left the meeting at 5:50pm.

Friends: Christie let the board know that the Friend's will be selecting their new board members and officers at their next meeting. The public meeting that was held on Sunday for the Bookstore was successful as they have found a person willing to chair/coordinate the project. The Friends are also gearing up for the grand re-opening. They intend to focus on the bookstore and getting more members. Scholarship information has been put out into the community and those applications are due July 31st.

Duane asked Christie and the board about a contract for the bookstore so that the Friends can protect their 501 3(c) status. It was determined that a contract will be needed between the Library and the Friends regarding the bookstore.

Unfinished Business: The Board discussed the revised staff manual and proposed a few more changes. Changes will be made to the document and then brought back to the next meeting for further review.

MOTION by Duane Mills to hold the annual meeting in conjunction with the regularly scheduled board meeting in July. Second by Dan Miller. Motion carried.

MOTION by Dan Miller to include in every Trustee Manual a copy of the articles of incorporation and the current by-laws. Second by Jennifer Baldwin. Motion carried.

The board also discussed the new art gallery and café area. Barbara will be developing a policy on the use and functionality of those spaces for the next meeting.

New Business: Michael spoke to potential candidates for the open board positions. The board discussed the possibilities that would be most beneficial to the Library and they decided on 6 names to present to KDLA for nomination.

MOTION by Dan Miller to present the following names to KDLA, Ken Wright, Blanche Overton, Rodney Vinegar, Bridget Foster, Rebecca Nelson, and Garvel Kindrick. Second by Jennifer Baldwin. Motion carried.

The board then discussed the upcoming 2016-2017 budget and looked over initial projections presented by Barbara. A few changes were discussed and Barbara will bring an updated version to the next meeting for further review.

MOTION by Duane Mills to approve 39 positions and salaries for the 2016-2017 fiscal year budget as presented by Barbara. Second by Jennifer Baldwin. Motion carried.

Regional Librarian's Report: Heather asked that the Library staff participate in the School Ready Libraries Module as Kentucky is one of sixteen grant recipients. KLA is coming in the fall and this month's trustee tip is on setting the budget.

Michael thanked everyone for attending.

MOTION by Duane Mills to adjourn. Second by Dan Miller. Motion carried.

Meeting adjourned at 7:17pm.

Dan Miller, Secretary

Mandy Brooks, Recording Secretary

Date

Date