

# SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

**August 09, 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 5:00 pm by Chair, Dan Miller. Members present included Becky Nelson, Jennifer Baldwin, and Ken Wright. Rodney Vinegar was physically absent but participated in discussion via conference call. Also attending were Barbara O'Hara, Director; Heather Dieffenbach, Regional Librarian; Mandy Brooks, Recording Secretary; Bruce Lankford, Attorney; Tyler Anderson, Interim Technology Manager; and Michael Esham, Systems Administrator.

**Public Comments:** None

**New Employees:** Tyler Anderson introduced Michael Esham to the board. The Board introduced themselves to Michael and they are happy to have him be a part of the Library staff. Tyler and Michael then left the meeting.

**MOTION** by Ken Wright to approve the regular monthly meeting minutes with correction. Bruce Lankford was not present at the last board meeting. Second by Becky Nelson. Motion carried.

Bruce will draft a resolution to accompany last months' minutes to make signature changes on all the Library's financial accounts.

**MOTION** by Becky Nelson to approve the Treasurer's report. Second by Ken Wright. Motion carried.

**Review of Director/Board Member Expenses:** None

**MOTION** by Jennifer Baldwin to approve the voucher. Second by Becky Nelson. Motion carried.

**Friends:** Barbara reported that the Friends are getting to a good point with volunteers in the bookstore. The community has donated so many books that for now, the Friends group has had to stop taking them. The group also purchased George Ella Lyon's book, *All The Water In The World*, for the GreenSource camp in which a copy of the book was given to each child in attendance.

Barbara also let the board know that Judy Brown, Vice President of the Friends group passed away last month. The board sends their condolences to her family and the Friends group.

**Circulation Report:** Circulation, visits, room usage, and library cards are all up.

**Building Maintenance/Security Report:** Morel was supposed to come tomorrow to work on the grading issues behind the Children's area, but due to the weather they have to reschedule. The board was pleased to be working with such a responsive construction company.

**Unfinished Business:** The board discussed the contract for the café and asked Barbara to make a few minor changes.

**MOTION** by Ken Wright to have Dan and Tia sign the corrected contract. Second by Jennifer Baldwin. Motion carried.

**New Business:** Dan gave the new board members a brief history on setting the tax rate and they reviewed the last 5 years of rates.

**MOTION** by Dan Miller to make no changes to the tax rate and keep the new rates the same as last year's rates. Second by Becky Nelson. Motion carried.

Barbara introduced the Board to a pilot program that she and Maria Church have been working on. They are developing a Homework Help program that will target children who are struggling with getting help.

**MOTION** by Ken Wright to approve the pilot program. Second by Jennifer Baldwin. Motion carried.

**Directors Report:** Barbara let the board know that Coleen Eldrige will be conducting a Harassment training for all staff but that the training will happen in small groups so not to impact services. She reminded them of the Fiscal court meeting date and time that at which the Library will be presenting their newly approved tax rates and of the Business after hours' event that will be taking place at the Library on August 23<sup>rd</sup>. Copies of the annual department reports and the annual state report are on the iPads. She asked that they let her know if they have any questions about any of those reports. Barbara also told the board she is interested in sending Maria to Mexico for her to purchase Spanish books that are of good quality. The board liked that idea.

**Regional Librarian's Report:** Heather referred to the monthly trustee report and tip and called out specific deadlines and dates listed in that report.

Dan thanked everyone for their time and the Library staff for a great couple of months during the big move.

Meeting adjourned at 7:50pm.

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Becky Nelson, Secretary

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Mandy Brooks, Recording Secretary

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Date

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Date