

SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

January 10, 2017

The regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:05 pm by President, Dan Miller. Members present included Rodney Vinegar, Jennifer Baldwin, Becky Nelson, and Ken Wright. Also attending were Barbara O'Hara, Director; Beth Milburn, KDLA; Mandy Brooks, Recording Secretary; Bruce Lankford, Attorney; Maria Church, Spanish Services; Christie Robinson, Friends of the Scott County Public Library Board President; Sam Waninger and Jared Noble; Craft & Noble.

Public Comments: None

SCPL Success Stories: Maria Church shared the successes of the Homework Help program which currently has 51 students enrolled. Maria has received feedback from teachers who are pleased to see that the students who are participating are showing improvements in their confidence and school work. Maria is still looking for volunteers and asked the board to put the word out. Maria left the meeting at 5:17 pm.

Auditor Report: Jared Noble of Craft & Noble presented the final 2015-2016 financial audit report to the board. He explained the report in detail and reported that there were no significant findings.

MOTION by Rodney Vinegar to accept the audit report as presented with an added explanation related to the capital funds. Second by Becky Nelson. Motion carried.

Friends: Christie reported that Jeri Thomas and Terri Maxwell have done an amazing job managing the Friends Bookstore. The store is making money and continues to see increased interest. The Friends will be looking into sponsoring some programs for the Library with the money they have been making from the book sales. They have also updated their webpage and will have representatives attend Library Legislative Day. Christie left the meeting at 5:54 pm.

Regional Librarian's Report: Beth discussed the monthly Trustee tip and reminded the board about Legislative Day, the upcoming ALA conference, and webinars for trustees.

Directors Report: Barbara reported that she has been having one on one meetings with staff this month and learning quite a bit. Owen has decided not to retire at this time, but he will be working limited days and hours. Lee and Maria will be switching job duties until Lee is able to return to full duty. Suzanne Conrad resigned from her position and will be working in Midway. The Staff Association Committee is looking into recognizing staff members for years of service. Barbara has hired two new part time staff members who will be starting on January 17th. She also requested that board members attend Legislative day and let her know if they would like to attend. Barbara will also be meeting with Tia soon to discuss the coffee shop to make sure they are doing well.

Building Maintenance/Security Report: Barbara reported that there has been an issue with the heat in the lobby. Owen and Ivey Mechanical have come up with a plan to fix that problem.

MOTION by Jennifer Baldwin to accept Ivey's bid to repair the heat in the lobby up to \$4,000. Second by Ken Wright. Motion carried.

Rodney asked Barbara about the Library's plan to celebrate Black History Month. Barbara invited Rodney to attend a programming meeting at the end of January to discuss ideas.

MOTION by Becky Nelson to approve the regular monthly meeting minutes. Second by Jennifer Baldwin. Motion carried.

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 Rodney Vinegar. Motion carried.

Circulation Report: Barbara reported that meeting room usage is up and continues to be in demand.

Unfinished Business: MOTION by Ken Wright to approve the recording studio policy. Second by Jennifer Baldwin. Motion carried.

The board reviewed a list of facilitators for the strategic plan presented by Barbara. They asked that she put it out for bid. They would like to review proposals at the next meeting.

New Business: Due to the construction and grand re-opening last year, the board is late on completing Barbara's performance review. Rodney and Dan will work on a format and then disperse it to the other board members.

The board reviewed the gift and donation policy and would like to make some revisions and have it brought back to the next meeting.

Meeting adjourned at 7:10 pm.

Becky Nelson, Secretary

Date

Mandy Brooks, Recording Secretary

Date