

HENRY COUNTY PUBLIC LIBRARY

172 Eminence Terrace
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Jessica Powell, Interim Director
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Web site: www.henrylibrary.org

HENRY COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES SEPTEMBER 25, 2014

Board Members in attendance: Thomas Minton, Barbara Harrod, Sharla Clubb, Ellie Brammell
Board Members absent: Nancye Chilton
Library Staff in attendance: Jessica Powell
KDLA Staff in attendance: Bessie Gray, Regional Consultant

The Board Meeting was called to order at 5:00 p.m. by Vice-President Thomas Minton. The meeting was held in the meeting room of the Henry County Public Library.

Public Comment: None.

Minutes Reviewed: A motion to approve the Minutes of the August 28, 2014 meeting was made by Barbara Harrod and seconded by Sharla Clubb. The vote to approve the minutes was unanimous.

Circulation and Financial Reports: Following a review of the Circulation and Financial Reports, a request was made to add a page from the Citizens Deposit statement to reflect a deposit of \$100,000.00 transferred from a PBI account. A motion was made by Ellie Brammell to accept the reports and approve of disbursements. A second was provided by Sharla Clubb and all members voted to approve the motion.

Regional Report: Bessie presented the Trustee Tips for the month of September. She recommended that we review tips concerning relationships with the press and suggested that a report from the Pew Research Center had helpful information for Trustees.

Director's Report:

1. The board reviewed the staff updates provided.
2. Jessica announced that a new partnership has been formed with Betty Rankin of the Kentucky Career Center.
3. A new picnic table is to be built by Henry County High School students at a minimal cost to the library.
4. The roof project is now completed.
5. Solar tubes have been repaired,
6. Facade repair is on hold as we await a bid from Mike Paris.
7. The new furniture on order is to be shipped on October 31.

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New Business:

1. James Naïve of ISC presented information to the board concerning our service contract. After much discussion, a motion was made by Barbara Harrod that the Board enter into a contract with ISC for \$2500.00 and that Jessica provide ISC with a “wish list” of computer updates, repairs, etc. in order to get a quote from ISC that includes estimated cost and hours to accomplish the requested work. Ellie Brammell seconded the motion and all voted in favor.

2. Jessica presented information on Fall Closing Dates. A motion was made by Ellie Brammell to close the library to the public on Election Day (November 4, 2014), and open to the public on the day after Thanksgiving and on New Year’s Eve. Barbara Harrod seconded the motion. In a related matter, a motion was made by Sharla Clubb and seconded by Barbara Harrod to change our holiday schedule to remove New Year’s Eve from the list of holidays on which the library will be closed to the public. All voted in favor of the motion.

3. Policy updates concerning Sick Leave and Vacation Leave were reviewed. Following discussion, a motion was made by Ellie Brammell and seconded by Barbara Harrod to amend the policy as suggested. All voted in favor of the motion.

5. A proposed Public Comment Policy was presented for review by the Board. Following two minor revisions, a motion to adopt the policy as amended was made by Sharla Clubb. Ellie Brammell seconded the motion. All voted in favor of adopting the Policy.

6. A new Financial Policy was reviewed by Board Members. Following discussion, a motion was made by Barbara Harrod to adopt the policy, Ellie Brammell seconded the motion and all voted in favor of adopting the policy.

Adjournment: There being no further business, a motion to adjourn was made by Barbara Harrod . Sharla Clubb seconded the motion and all voted in favor. The meeting was adjourned at 6:51 p.m.

Ellie Brammell, Secretary Date

Nancye Chilton, President Date