

HENRY COUNTY PUBLIC LIBRARY

SPECIAL CALLED
BOARD MEETING MINUTES
December 17, 2015

Board members in attendance: Sharla Clubb, Dianne Brammell, Tish Stewart, Thomas Minton and Ellie Brammell

Library Staff in attendance: Jessica Powell

KDLA Staff in attendance: none

Public in attendance: none

The Board meeting was called to order at 5:01 p.m. by 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 November 19, 2015 meeting, as amended, was made by Tish Stewart and seconded by Dianne Brammell. The vote to approve the minutes was unanimous.

Circulation and Financial Reports: Following a review of the Circulation Report, a motion was made by Dianne Brammell to approve the report. Sharla Clubb seconded the motion and the report was approved unanimously. The Financial Reports were reviewed. A motion was made by Dianne 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: none

Director's Report:

1. Inventory has been completed. The process went very well due to planning and preparation by David Rouse. The completion of inventory enables patrons to borrow DVDs and Audio Tapes via interlibrary loan.
2. Linda Moore, Bookmobile Librarian, has announced her retirement effective Dec. 31, 2015. A reception will be held for her at the library on December 18 from 9 a.m. to 5 p.m..
3. iPads have been purchased for the kids' room. The Friends of the Library will reimburse the library for the purchase of the iPads (approximately \$1650.00).
4. The pay date has been shifted back one week to better work with the new requirement concerning the 40 hour work week that takes effect January 1, 2016.
5. February 4, 2016 is Library Legislative Day. Henry County Trustees have a meeting scheduled with Senator Paul Hornback at 8:30 a.m.
6. Bourbon County and Jessamine County are having open houses to celebrate the opening of their new libraries on February 6, 2016. This would be a good opportunity to examine the buildings and gather ideas for the new library for Henry County.

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New Business:

1. The RFQ for Architects was approved.
2. The agreement with Libby Alexander to proceed with the Strategic Planning Process was reviewed. Also a timeline for the process and lists of community participants for input were reviewed.
3. There is a lot for sale that adjoins the property that will be the site of the new library. Jessica will consult with Terry Manuel regarding the desirability/necessity of purchase of the lot.
4. The Meeting Room Policy was reviewed. An amendment to the policy to allow the sale of books by authors holding a book signing event at the library was proposed. Dianne Brammell made a motion in favor of the amendment. Tish Stewart provided a second to the motion. Dianne Brammell, Ellie Brammell, Thomas Minton and Tish Stewart voted in favor of the motion. Sharla Clubb left the meeting at 5:56 p.m. and was not present for agenda items 4, 5, 6, or 7.
5. The Fund Balance Policy was reviewed. A motion to adopt the policy was made by Tish Stewart. Dianne Brammell seconded the motion and all members present voted in favor.
6. The Personnel Policy was reviewed by an attorney and some changes were recommended. Following a review of the suggested changes, Dianne Brammell made a motion that the Policy be amended as suggested by the attorney. Tish Stewart provided a second to the motion and all members present voted in favor of the motion.
7. Food for Fines is a program that allows patrons to donate canned goods to pay fines for overdue books. The canned goods are donated to the Henry County Help Center. A motion was made by Ellie Brammell to adopt Food for Fines for the months of January and February. Tish Stewart seconded the motion and all members present voted in favor of the motion.

The next meeting will be held on January 28, 2016 at 5:00 p.m.

Adjournment: There being no further business, a motion to adjourn was made by Dianne Brammell and a second was provided by Tish Stewart . All members voted in favor and the meeting was adjourned at 6:08 p.m.

Ellie Brammell, Secretary

Date

Thomas Minton, President

Date