

**HENRY COUNTY PUBLIC LIBRARY
SPECIAL CALLED BOARD MEETING MINUTES
MARCH 26, 2018 3 p.m.**

Board members in attendance: Dianne Brammell, Thomas Minton, Ellie Brammell, Terry Johnson,
Karen Fisher

Library Staff in attendance: Jessica Powell

Studio Kremer representatives: Steven Ward, Jason Stewart

Carman Landscapes representative: Ivy Clinton

The Board meeting was called to order at 3:08 p.m. by President Thomas Minton. The meeting was held in the meeting room of the Henry County Public Library.

Public Comment: None.

Oath of Office: The Oath of Office was administered to Karen Fisher and notarized by Natalie Jeffries.

Minutes Reviewed: A motion to approve the Minutes of the Special Called March 7, 2018 meeting was made by Dianne Brammell and seconded by Terry Johnson. The vote to approve the minutes was unanimous.

Circulation Report: The circulation report was accepted as presented.

Financial Report and approval of disbursements: Following a review of the Financial Report, a motion was made by Terry Johnson to accept the reports and approve of disbursements. A second was provided by Dianne Brammell and all members voted to approve the motion.

Regional Report: Trustee Tips were provided in the packet.

Director's Report:

1. Jessica attended the PLA conference in Philadelphia.
2. Jessica reported that new hires are working out well. Two staff members will be participating in the Leadership Henry Class this year.
3. There will be a Rotary Dinner and Silent Auction in Campbellsburg on April 14. A promotional flyer was included in the Board packet.
4. The Friends of the Library book sale was held in March and resulted in a profit of \$250.00.

New Business:

1. Ivy Clinton of Carman Landscapes, presented the landscape plan for the new library.
2. Jason Stewart and Steven Ward presented plans for site lighting and exterior and interior lighting for the new library. We also reviewed the exterior color palette.

3. Revisions to the current year budget 2017-2018 were reviewed. Ellie Brammell made a motion that the proposed revisions be approved. Karen Fisher provided a second to the motion and the motion passed unanimously.
4. The proposed budget for FY 2018-2019 was reviewed. Following discussion regarding income projections, a motion was made by Terry Johnson to approve the budget. Dianne Brammell provided a second to the motion and the vote to approve was unanimous.
5. Jessica requested that we consider using Quickbooks Online as opposed to the version now in use. Following discussion, a motion to permit Jessica to obtain Quickbooks Online was made by Dianne Brammell. Terry Johnson seconded the motion and the vote to approve was unanimous.
6. Jessica also requested permission to start using an online password keeper program. The cost is nominal (\$40-\$50 annually). Dianne Brammell made a motion to adopt the use of an online password keeper. Karen Fisher provided a second to the motion and the motion passed unanimously.

The next meeting will be held on April 4 at 3:00 p.m. The regularly scheduled April meeting will be held on April 26, 2018 at 5:00 p.m.

Adjournment: There being no further business, a motion to adjourn was made by Ellie Brammell and seconded by Terry Johnson. All voted in favor and the meeting was adjourned at 5:24 p.m.

Ellie Brammell 4/26/18

Ellie Brammell, Secretary Date

Thomas D. Minton 4/26/18

Thomas Minton, President Date