

**HENRY COUNTY PUBLIC LIBRARY
REGULAR BOARD MEETING
OCTOBER 22, 2020
EMINENCE, KY**

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

Library Staff in attendance: Tony Jones

Meeting was called to order by President Thomas Minton at 5:05 p.m.

Public Comment: None

Swearing in of Board Members: Thomas Minton, Dianne Brammell, and Terry Johnson were sworn in by Tony Jones and notarized by Suzanne Banta.

Minutes Reviewed: A motion to approve the September 24, 2020 Minutes was made by Terry Johnson and seconded by Dianne Brammell. All voted in favor 4 to 0.

Circulation Report: The Circulation Report was accepted as presented.

Financial Report; including approval of disbursements: Following a review of the Financial Report, a motion was made by Terry Johnson to accept the report and approve the disbursements. A second was made by Dianne Brammell to accept the report and approve the disbursements. All voted 4 to 0 to approve the motion.

Old Business:

Construction Project Update:

- The final punch list has been completed.
- The front and side doors have been sticking. Tony has called to have someone to take care of the problem.

Policy Approvals:

- The Homebound Services Policy and the Microfilm Lending Policy were approved.

November & December board meetings:

- The Board Meeting dates for November and December were changed to Special Called Meeting on November 19, 2020 at 3:00 p.m. and December 17, 2020 at 3:00 p.m.

Staffing Update/New Position:

- The circulation supervisor submitted a letter of resignation.
- The circulation supervisor position will not be filled at this time.
- Discussion on the Assistant Director position was tabled.

New Business:

Staff Morale: To help boost staff morale, Tony suggested that the library be closed the Saturday after Thanksgiving and Christmas (2020).

A motion was made by Dianne Brammell that the library be closed on the Saturday after Thanksgiving and Christmas (2020) to help boost morale. Motion seconded by Terry Johnson. All voted to approve 4 to 0.

Henry County Public Library Specification Chart/Salary Schedule Update:

- A new salary Schedule was presented for the staff.
- Board members will study the proposal for staff salaries.

Electronic Sign:

- Commonwealth Sign Company rendered a drawing of a sign that would match the look of the library with an estimated cost of \$29,749.21.
- A motion was made by Terry Johnson giving the Henry County Public Library Director permission to contact Commonwealth Sing Company to render a sign according to our specifications. If the cost is over \$30,000, the Director has permission to seek out bids from at least two other companies. Motion seconded by Dianne Brammell and all voted 4 to 0 in favor.

Director's Report:

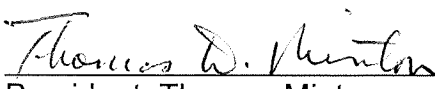
Memorials:

Tony is checking on dogwood trees that will be planted and the furniture is in and has been put together.

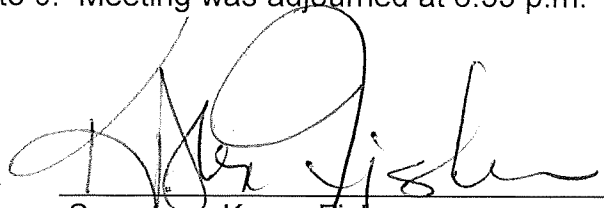
Next Special Called Board Meeting will be held November 19, 2020 at 3:00 p.m.

Adjournment:

There being no further business, a motion to adjourn was made by Dianne Brammell and seconded by Terry Johnson. All voted in favor 4 to 0. Meeting was adjourned at 6:55 p.m.



President, Thomas Minton



Secretary, Karen Fisher