

HENRY COUNTY PUBLIC LIBRARY

172 Eminence Terrace
Eminence, Kentucky 40019
Phone: 502-845-5682
Fax: 502-845-4807

Jessica Powell, Interim Director
jessica@henrylibrary.org

Web site: www.henrylibrary.org

HENRY COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES August 28, 2014

Board Members in attendance: Nancye Chilton, Thomas Minton, Barbara Harrod, Sharla Clubb, Ellie Brammell

Library Staff in attendance: Jessica Powell, Suzanne Banta, Stacey Harris

KDLA Staff in attendance: Bessie Gray, Regional Consultant

The Board Meeting was called to order at 5:05 p.m. by President Nancye Chilton. 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 July 24, 2014 meeting as well as the Minutes of the Special Meeting held on July 29, 2014 was made by Barbara Harrod and seconded by Sharla Clubb. The vote to approve the minutes was unanimous.

Summer Reading Report: Suzanne Banta presented a slide show and gave an overview of the summer reading program. Teen volunteers provided 415 hours of service to assist Suzanne with the program. The program ran for 7 weeks and was well attended.

Circulation and Financial Reports: Following a review of the Circulation and Financial Reports a motion was made by Thomas Minton to accept the reports and approve of disbursements. A second was provided by Barbara Harrod and all members voted to approve the motion.

Regional Report: Bessie presented the Trustee Tips for the month of August.

Director's Report:

1. Jessica reported that the replacement of the roof has begun.
2. A part of the façade that was replaced as a result of a car hitting the building has fallen off. Communications with contractors and the insurance company that suggested the contractors are ongoing.
3. The air conditioner repairs are complete and include programmable thermostats.
4. Additional evening hours are set to begin on September 15, 2014. The library will be open until 8:00 p.m. on Monday and Tuesday in addition to Thursday.

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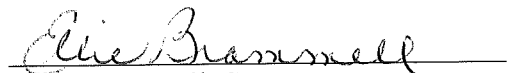
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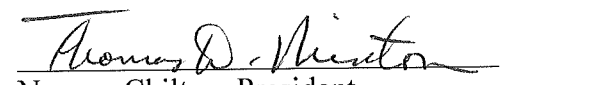
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New Business:

1. Joe Durbin of the Henry County Help Center is undertaking a literacy project. In order to assist with the project it was suggested that perhaps the library could provide support by providing fine forgiveness in exchange for canned food donations. A motion was made by Ellie Brammell to allow the library to forgive overdue fines during the month of October up to an amount not to exceed \$5.00. Sharla Clubb seconded the motion and all voted in favor.
2. The Board undertook a review of the budget for the current fiscal year. Following discussion, a motion was made by Thomas Minton to approve the proposed revisions to the budget. The motion was seconded by Barbara Harrod. All members voted in favor of the motion.
3. New hires to provide additional staffing flexibility are Anne McHone and David Rouse. Both Ms. McHone and Mr. Rouse have previous library experience.
4. Policy updates concerning Sick Leave, Vacation Leave and Schedules, Breaks and Attendance were reviewed. Following discussion concerning employment categories and revision of the definitions thereof, a motion was made by Barbara Harrod and seconded by Thomas Minton to amend policies as suggested. All voted in favor of the motion.
5. Discussion of the Credit Card policy was tabled.
6. New signature cards were signed by Board Members.
7. The contract with ISC to provide technical support was reviewed. A contract extension was tabled until the next meeting, but Jessica was given authority to pay current charges due to ISC and set up service thru next month.
8. A proposal for new furnishings was presented for review. The new furnishings are compatible with other recent purchases and would all be suitable for use in the new library when it is completed. The cost of the total package is \$5,476.76. A motion was made by Thomas Minton and seconded by Barbara Harrod to purchase the furnishings. All members voted in favor of the motion.

Adjournment: There being no further business, a motion to adjourn was made by Sharla Clubb. Barbara Harrod seconded the motion and all voted in favor. The meeting was adjourned at 7:07 p.m.


Ellie Brammell, Secretary


~~Nancye Chilton, President~~
Thomas D. Minton, Vice-President