

HENRY COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES May 27, 2015

Board members in attendance: Nancye Chilton, Sharla Clubb, Ellie Brammell, Thomas Minton

Library Staff in attendance: Jessica Powell, Suzanne Kirk (arrived at 5:39)

KDLA Staff in attendance: none

Public in attendance: Cassie Baker (arrived at 5:39)

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 April 23, 2015 meeting was made by Thomas Minton 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 motion was made by Sharla Clubb to accept the reports and approve of disbursements. A second was provided by Ellie Brammell and all members voted to approve the motion.

Regional Report: none, but Trustee Tips are included in the Board packet.

Director's Report:

1. New speakers have been installed in the meeting room. As a result, the sound quality in the room is much better.
2. Summer reading preparations are on-going. Library staff will be participating in many outreach events and assistance from the Board would be greatly appreciated.
3. The president of the Friends of Henry County Public Library was scheduled to present scholarships to two recipients. The president of the Friends group did not attend the meeting as planned. Jessica, with the assistance of Suzanne Kirk, presented a scholarship to Cassie Baker. David Fink also received a scholarship, but was not present to accept. The Friends of the Henry County Public Library functions independently of the Henry County Public Library.

New Business:

New Business:

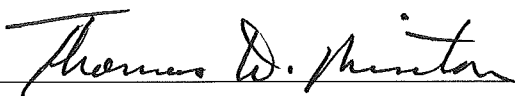
1. Following a review of the Audit recently received, Thomas Minton made a motion to accept the results of the audit. Ellie Brammell seconded the motion and all members voted in favor of approval.
2. A review of quotes for health insurance for library personnel was undertaken. After much consideration, Sharla Clubb made a motion to provide coverage detailed in Alternate #1 on the list of options made available to the library from the Phil Brown Insurance Agency, Inc. Thomas Minton provided a second to the motion and all members voted in favor of adoption of the new plan.
3. The Henry County Fiscal Court has yet to name a new board member. The Court failed to receive the mailing from KDLA that would have provided names of nominees to fill the vacant seat on the Board of Trustees. Two more names have now been submitted to KDLA and it is expected that two members will be appointed at the June meeting of the Henry County Fiscal Court.
4. Budget alterations may be necessary next month.
5. Following discussion of background checks on employees, Sharla Clubb made a motion that would require consent for a background check as a part of the hiring process. Ellie Brammell seconded the motion and all members of the board voted in favor.
6. Discussion was had at a previous meeting concerning the creation of a Circulation Supervisor position. A detailed description of responsibilities, experience and educational requirements as well as physical demands required to fulfill the position was presented. Following much discussion, a review of the budget, and consideration of how this position would benefit current employees, Ellie Brammell made a motion that the position of Circulation Supervisor be established. Thomas Minton seconded the motion. Ellie Brammell, Thomas Minton and Nancye Chilton voted in favor of the motion. Sharla Clubb voted against the motion. The motion was approved by a vote of 3 - 1.
7. Discussion of the Circulation Policy was tabled.

The next meeting will be held on June 25, 2015 at 4:00 p.m.

Adjournment: There being no further business, a motion to adjourn was made by Thomas Minton and a second was provided by Sharla Clubb. All members voted in favor and the meeting was adjourned at 6:36 p.m.

Ellie Brammell, Secretary

Date



Nancye Chilton, President

Date