

**HENRY COUNTY PUBLIC LIBRARY
SPECIAL CALLED MEETING
FEBRUARY 20, 2020
EMINENCE, KY**

Board members in attendance: Thomas Minton, Terry Johnson, Tom Shroyer, Karen Fisher

Library Staff in attendance: Tony Jones

Studio Kremer Representative: Jason Stewart, Steven Ward

Wehr Constructors, Inc. Representative: Brandon Boyer

Meeting was called to order at 4:34 p.m. by President Thomas Minton. The meeting was held at the new library.

Public Comment: None

Request was made to approve proposed change order for additional work for audio video/technology changes and construction management fee.

A motion was made by Tom Shroyer to approve change order for additional work for AV/T changes and CM fee and seconded by Terry Johnson. Motion was approved by a vote of 4 to 0.

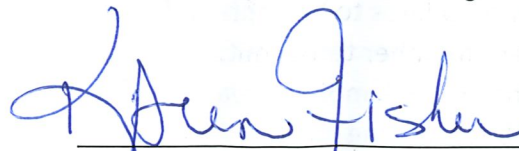
\$46,254.28 remaining in contingency fund (15% remaining)

Next regular meeting will be held Thursday, February 27, 2020 at 5:00 p.m. at the library.

Adjournment: there being no further business, a motion to adjourn was made by Tom Shroyer and seconded by Terry Johnson. All voted in favor 4 to 0. Meeting was adjourned at 4:50 p.m.



President, Thomas Minton



Secretary, Karen Fisher

**HENRY COUNTY PUBLIC LIBRARY
BOARD MEETING
FEBRUARY 27, 2020
EMINENCE, KY**

Board Members in attendance: Thomas Minton, Dianne Brammell, Tom Shroyer, Karen Fisher, Terry Johnson (5: 06 p.m.)

Library Staff in attendance: Tony Jones

KDLA Staff in attendance: None

Studio Kremer Representative: Jason Stewart

CPA: Kelley Gamble

Meeting was called to order at 5:01 p.m. by President Thomas Minton. The meeting was held at the new library.

Public Comment: None

Minutes Reviewed: A motion to approve the January 23, 2020 Minutes was made by Dianne Brammell and seconded by Karen Fisher. The motion to approve was 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 Tom Shroyer to accept the report and approve the disbursements and seconded by Terry Johnson. All members voted 5 to 0 to approve the motion.

Old Business: Construction Project – Studio Kremer Update

- All warranties have begun with the exception of the one for the sump pump.
- IT work is about 50% complete.
- Wehr Constructors, Inc. have been coming back to the site repairing the walls after the IT people complete their work.
- Training on using the different systems almost complete.
- Landscaping that needs to be completed has been put off until better weather.
- All money in the construction account has been spent.
- Studio Kremer will have another progress meeting in the next two weeks.

Benchmark Update:

The attorney for the library was contacted by an attorney that has been asked to represent Mr. Neil Roberts. He wants an extension before proceeding and requested information from the architects. A copy of the request and our attorney's reply is attached to the Minutes. CPA, Kelley Gamble, reported that the library has \$1,200,050 in various accounts and

CD's. He stated that the library will need to move money from one of the accounts to cover items yet to be paid.

A motion was made by Terry Johnson to amend the operating budget to include \$1.2 million for capital and equipment cost which will be taken from current reserves and seconded by Dianne Brammell. All voted in favor 5 to 0.

"In Memory of" donation:

Presbyterian Church of Eminence will donate memorials in memory of Eileen and Jim Prewitt and Martha Terry Simpson totaling \$4,700. A portion of the donation will go to purchase outside furniture. Library staff will check on different types of furniture and the cost.

Property Offer: We are waiting for more information.

New Business: Policy Updates for approval

A motion was made by Tom Shroyer to approve the new circulation policies and the Shelving Manual as presented. The motion was seconded by Terry Johnson. All voted in favor 5-0. The Circulation Policies and Shelving manuals will be reviewed at the next meeting if there are needed changes.

A motion was made by Tom Shroyer to approve the Patron Behavior Policy and the Meeting Room Policy as written. The motion was seconded by Karen Fisher. All voted in favor 5-0.

The library staff will contact Tym Ricketts about her concerns pertaining to the Henry County Book Club.

Natalie Jeffries, library staff, made a request to have food trucks and other vendors on the library property during certain events.

A motion was made by Terry Johnson to allow food trucks and other vendors on the library property during certain events providing they have a permit from the city and proper insurance and seconded by Dianne Brammell. All voted in favor 5 to 0.

Director's Report:

The library had a staff member to retire. The position has been filled by a member of the staff that had already been trained making the transition smooth.

David Fink and Macy Craven have been hired as part-time circulation assistants.

Grand Opening for the new library will be March 14, 2020 from 10:00 a.m. to 5:00 p.m.

Next meeting will be held Thursday, March 26, 2020 at 5:00 p.m. at the library.

Adjournment: There being no further business, a motion to adjourn was made by Tom Shroyer and seconded by Terry Johnson. All voted in favor 5 to 0. Meeting adjourned at 7:12 p.m.

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