

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE DAVIESS
COUNTY PUBLIC LIBRARY DISTRICT

October 21, 2009

Members Present: Larry Miller, President
Stephen Divine, Treasurer
Ellen Dugan-Barrette, Secretary
Jonathan Carroll

Members Absent; Polly Reynolds
Cindra Stiff, Advisory Board

Others Present: Debbie Mesplay, Director

Larry Miller called the meeting to order at 5:00 p.m

The minutes of the September meeting were approved as distributed. Stephen Divine moved and Ellen Dugan-Barrette seconded. The motion carried unanimously.

Treasurer's Report

In a review of the Financial Statement/Cash Reconciliation for September 30, 2009, the Treasurer's noted that the loss from operations reflects, in part, the KACO loan payment of \$500,000 authorized by the Board at its last meeting. In the list of expenditures on the Financial Statement, nothing appears out of line. Book binding is up by 372%, but the budget line there is quite small (\$100.00). The Treasurer noted that we are 25 percent through the fiscal year and the budget sits at 26.75 percent. Utilities are under budget and may reflect recent corrections to the heating and AC system.

The Treasurer also noted that we have cashed in some CD's to meet expenses and that as CD's expire, they will rolled over at low rates, reflecting the current market.

Jonathon Carroll moved for acceptance of the Treasurer's Report. Ellen Dugan-Barrette seconded. The motion carried unanimously.

Director's Report

The Director noted that the final audit report reflects the fact that the Foundation funds are not FDIC insured and are not required to be. (See page 16 of the audit).

Because of the difficulty in interfacing the Polaris system with other parts of the automated system, IPAC, Telecirc and Items Placed on Hold are down for September 2009. Self-Payment is now up, and the Director expects these other programs will soon be up and running.

Youth circulation is down but outreach is up.

The staff has worked on identifying staff activities to help meet the goals and objectives of the recently adopted three-year Strategic Plan.

The booster pump will be installed by Henry's Plumbing with no charge to us, but we will pay a minor charge for attendant electrical work

The flooring on the first two floors will be re-sealed on the first two Fridays in November. The library will close at 5:00 p.m. on each of these nights, but the Library will be ready for customers the next day. The cost is \$6072 and will be performed by Livingston Laboratories and Junior Janitorial Services.

The Director distributed the schedule for the delivery of KDLA funds for this year—FY 09/10. Once we comply with KSR audit requirements, the Library will receive 75 percent of the \$57,860 in committed funds. Twenty-five percent will come later if the funds are available. These numbers already reflect a 10 percent cut in funds from KDLA. To date, the \$64,000 construction grant is not affected by budget cuts.

Old Business:

Marian Bennett has resigned from the Advisory Board and the Foundation Board. The Board of Trustees brainstormed for ways to re-invigorate the Foundation. It received a detailed e-mail from Cindra Stiff, the current president, in regard to the investment strategy of the Foundation and a copy of the annual budget of the Foundation. The Board agreed that the Foundation would do well to find new Foundations members who would be willing to develop a strategy for applying for Impact 100 funds. The Director will follow-up with a call to a former Foundation Board member for suggestions of individuals who might be willing to take on the task of re-invigorating the Foundation Board and moving it toward preparing a grant application to raise funds for Library.

The Board also will consider asking Amy Whistle and Angela Woosley to serve on the Library Advisory Board or the Foundation Board.

The Board also discussed establishing a Building Fund line on the budget to indicate the funds set aside for future expansion.

New Business:

The Board expressed its support for the Director's recent enforcement of the "Unattended Child Policy." At the next meeting, the Director will bring a draft of an amended policy—one that will stipulate the age of children who can remain the DCPL without supervision for an extended period and the age at which a child may be left to oversee a younger child.

The Annual Christmas Dinner is scheduled for the second Saturday in December at the DCPL. Details will follow.

The meeting adjourned at 6:50 p.m.

Larry S. Miller