

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

August 17, 2016

Members Present: Polly Reynolds, President
Jeremy Edge, Treasurer
Lewatis McNeal, Secretary
Beena Vora
Michelle Drake

Others Present: Erin Waller, Director
Debbie Young, Accounts Manager
Charlie Castlen, Fiscal Court Liaison
Nikole Wolfe, Regional Librarian
David Clark, Americorps
Don Wilkins, Reporter – Messenger Inquirer
Ginger Hatley, Admin. Clerk

The meeting was called to order by the President, Polly Reynolds at 5:03 p.m.

First on the Agenda, a Presentation from Representative David Clark who is with Americorps. Mr. Clark discussed with the Board the Americorps and their role in providing a member of Americorps sponsored by the Library for assisting the Library in a needed area. Mr. Clark discussed the Americorps sponsorship price and contracts with the Board. After Board discussion, Polly Reynolds would like to continue looking into the possibility of partnering with Americorps. More will be discussed at a later Board meeting.

Next on the Agenda was the approval of the minutes of the July meeting. Hearing no comments or corrections, Jeremy Edge made a motion to approve the July minutes as presented. Lewatis McNeal seconded and the motion carried unanimously.

Jeremy Edge then presented the Treasurer's Report. He went over the receipts and expenditures for the month. Hearing no comments or corrections, Lewatis McNeal made a motion to approve the financial report and expenditures as presented. Michelle Drake seconded and the motion carried unanimously.

Jeremy Edge went over the options for the Fiscal Year 2016/2017 Tax Rate. He led a discussion and answered questions. Jeremy Edge then recommended that the Library accept the compensating rate which is Real Property tax rate at 6.4 cents per \$100 and 8.39 cents per \$100 for Tangible Personal Property tax. The Auto tax would stay at the current rate of 4.0 cents per \$100. Lewatis McNeal made a motion to approve the rates as recommended. Michelle Drake seconded and the motion carried. Erin Waller also noted she will be attending the Daviess County Fiscal Court meeting on August 23, 2016, to present the Tax Rate for Fiscal Year 2016/2017.

Erin Waller was asked to present the Director's Report. Mrs. Waller reported on programs that have been held in August and upcoming events. Mrs. Waller commented that Summer Reading has ended with great success. The Kentucky Down Under program at both time slots was filled to capacity, with around 600 people attending total. The Back to School had a very good number of participants. Mrs. Waller also commented that the Library is partnering with Theater Workshop for a Jane Austin Tea at the Library this week. Several other upcoming programs are Owensboro Art Guild art fair on August 27 and a Personal Finance class soon to be held. Mrs. Waller commented the Library Staff is already planning next year's Summer Reading programs to be held at the Library.

Polly Reynolds then called for Old Business. Erin Waller read to the Board an Email from Mike Ranney, from RBS Design discussing the library expansion project schedule. "Just wanted to get back with you about our schedule. I have talked to our consultants and American Engineers (hired directly by the Board) about the schedule. Although I am waiting for final conformation, we are planning to finish the contract documents (plans and specs), ready to submit to OMPC and Codell on October 17th, 2016, twelve weeks after we received the go ahead and contract amendment. If anything changes, I'll be sure to let you know". There will be more updates at the next Board meeting in September.

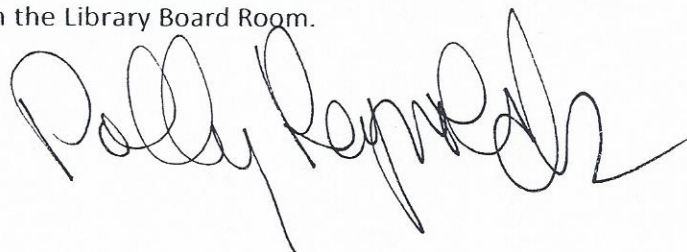
Polly Reynolds called for New Business, Policy Updates. Mrs. Waller handed out to the Board a proposed Employee Job Posting revision, a Probationary Period revision, and Employment Reference Checks and Background Check revision, and also a Library Unattended Child Policy revision. Mrs. Waller discussed with the Board the revised policies and discussed the proposed changes. It was noted on the Employment Reference Checks and Background Checks to change the wording in the last paragraph from "Prior to extending an offer of employment" to "After extending a conditional offer of employment." After Board discussion, Polly Reynolds made a motion to accept the proposed Job Posting, Probationary Period, and Employment Reference Checks and Background Checks with the one change noted. Jeremy Edge seconded and the motion carried unanimously. Lewatis McNeal made a motion to approve the Unattended Child Policy with changes, Beena Vora seconded and the motion carried unanimously.

Erin Waller discussed with the Board about the new Odyssey Van purchased for the Library, and disposal of the used van.

Polly Reynolds then called for Public Comment. Nikole Wolfe discussed with the Board upcoming Conferences and meetings.

There was no Closed Session.

Having no further business for the Board, the meeting was adjourned at 6:04 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be Wednesday September 21, 2016 at 5:00 p.m. in the Library Board Room.

A handwritten signature in black ink, appearing to read "Polly Reynolds". The signature is written in a cursive, flowing style with some loops and flourishes.