

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

December 14, 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
Nikole Wolfe, Regional Librarian
Charlie Castlen, Fiscal Court Liaison
Don Wilkins, Reporter – Messenger Inquirer
Ginger Hatley, Admin. Clerk

The meeting was called to order by the President, Polly Reynolds at 5:01 p.m.

The first order of business was the approval of the minutes of the November meeting. Hearing no comments or corrections, Jeremy Edge made a motion to approve the minutes as presented. Michelle Drake 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, Polly Reynolds made a motion to approve the financial report and expenditures as presented. Beena Vora seconded and the motion carried unanimously.

Erin Waller was asked to present the Director's Report. Mrs. Waller reported the Library has had some good programs lately, the Mindful Mondays program has a small dedicated group attending, the Holiday Fair had a good attendance of 160 people, and everyone seemed to have a great time. Mrs. Waller also mentioned the Library has had some Author visits and the Book Clubs are still continuing. Mrs. Waller also stated she had met with Nick Brake and a few more people from Owensboro Public Schools to discuss student ID's with the Library bar codes, which would eliminate the need for a Library card for the students. She will have more to discuss at a later date.

Polly Reynolds then called for Old Business, Library Expansion Project Update. Erin Waller stated that John Hagan Codell, with Codell Construction called and he said they were one week behind in printing, but should not affect the bidding process. Mrs. Waller also discussed with the Board a letter from the Owensboro Metropolitan Planning Commission she had received, stating the zoning ordinance requirements, and who to contact for the building and electrical permits needed before any construction activity.

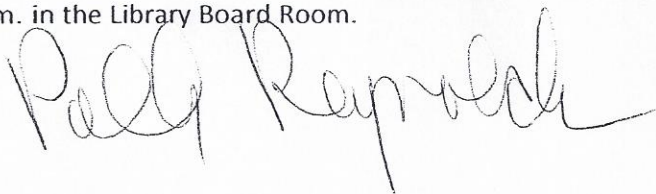
Next item under Old Business, Policy Update. Mrs. Waller presented to the Board some examples of various employers sick time leave/vacation leave, along with a newly revised Employee Sick Leave Policy. After Board discussion, Polly Reynolds made a motion to approve the changes to the Sick Leave Policy, except for any amendments to the conversion of sick days to vacation days. Michelle Drake seconded and the motion carried unanimously. Next, Erin Waller presented to the Board a revised Vacation Benefits Policy. After Board discussion, Polly Reynolds made a motion to approve changes to Vacation Benefits Policy except changes to the vacation accrual schedule. Beena Vora seconded and the motion carried by majority vote.

Polly Reynolds then called for New Business. Polly Reynolds thanked Jeremy Edge for his years serving on the Board. Jeremy Edge said he has enjoyed serving and has seen a lot of progress while serving on the Board. Mr. Edge indicated he would assist in any way to help with the new Board member in filling his Board and Treasurer position. Polly Reynolds then discussed with the Board they will need to nominate two individuals for the open Board member position. Mrs. Reynolds asked the current Board members if they would be interested in the office of Board Treasurer. All Board members indicated they would not be interested in the position. Mrs. Reynolds indicated that the new Board member would need to assume the Treasurer position. After a lengthy Board discussion, Michelle Drake made a motion to nominate Joe Berry and Rodney Ellis for the open Board member position. Jeremy Edge seconded and the motion carried unanimously. Debbie Young will submit the nominations to KDLA and then KDLA will send a letter to Judge Executive Al Mattingly at the Daviess County Fiscal Court to appoint one of the nominees to the Board.

Polly Reynolds called for Public Comment. Nikole Wolfe indicated there was no Trustee Tip for December but distributed copies of the 2017 KY Public Library Calendar to the Board.

There was no Closed Session.

Having no further business to come before the Board, the meeting was adjourned at 6:05 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be Wednesday, January 18, 2017 at 5:00 p.m. in the Library Board Room.

A handwritten signature in cursive script that reads "Polly Reynolds". The signature is written in dark ink and is positioned below the text of the meeting minutes.