

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

February 15, 2017

Members Present: Polly Reynolds, President
Rodney Ellis, Treasurer
Lewatis McNeal, Secretary
Michelle Drake

Members Absent: Beena Vora

Others Present: Erin Waller, Director
Debbie Young, Accounts Manager
Nikole Wolfe, Regional Librarian
John Hagan Codell, Codell Construction Company
Mike Raney, RBS Design Group
Austin Ramsey, Reporter – Messenger Inquirer
David Smith, Daviess County Fiscal Court
Jeremy Edge, Hilliard Lyons
Ginger Hatley, Admin. Clerk

The meeting was called to order by the President, Polly Reynolds at 5:00 p.m.

Polly Reynolds made a motion to amend the Agenda to present the Old Business, Library Expansion Project Update, first before the Approval of Minutes. Lewatis McNeal seconded and motion carried unanimously.

Erin Waller introduced John Hagan Codell, Construction Manager with Codell Construction Company. Mr. Codell stated that the public bid opening was held on February 7 and handed out a summary of the bids received and discussed with the Board the bids on the construction project. Mr. Codell said there was a good turnout for the bids and three-fourths of the bidders were from Owensboro. Mr. Codell said the total for the base bids based on the lowest bid was \$2,791,785.50. He stated there could be some changes to the bids after additional reviews were made. Mr. Codell also said the contractors would hold the bid price for sixty days after the bid opening date. Mr. Ellis that funding would need to be in place before any Board action and he would work on that. Mr. Codell said once funding is in place and the Board accepted the bids, then contracts would be written, a pre-construction meeting would be held and a site construction could begin rather quickly. The anticipated completion date would be in January of 2018. John Hagan Codell, Mike Raney and Jeremy Edge left the meeting after their discussion ended. Mrs. Waller added that there would be additional costs for the project and was working on a budget for the ancillary items for the project including audio-visual equipment, security cameras, and furnishings.

Polly Reynolds called for the approval of the minutes of the January meeting. Hearing no comments or corrections, Lewatis McNeal made a motion to approve the minutes as presented. Michelle Drake seconded and the motion carried unanimously.

Rodney Ellis 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. Michelle Drake seconded and the motion carried unanimously. Mr. Ellis then presented the Fiscal Year 2016/2017 Budget Amendment. Mr. Ellis went over the proposed budget changes and after discussion Michelle Drake made a motion to accept the Budget Amendment, Lewatis McNeal seconded and the motion carried unanimously.

Erin Waller was asked to present the Director's Report. Mrs. Waller reported on programs being held in February and upcoming events. Mrs. Waller reported that the partnership with Owensboro Public Schools with student ID's with bar codes is moving along and the hope is to have in place at the beginning of the next school year. Beginning in March, Shannon Sandefur will start a new program called A Thousand Books before Kindergarten; this program is being financially sponsored by Passport Health and the Friends of the Library. The Frank Gross program had a very good turnout of 400 people. Mrs. Waller reported that on February 16 at 6:30 pm, a program called Price of Prison will be at the Library and the Unscripted program will begin on February 18. Mrs. Waller said the Early Childhood Education Fair is on March 4, from 11:00 am -12:30 p.m.

Polly Reynolds then called for New Business. Debbie Young discussed the Director's evaluation form with the Board and asked the Board to complete the evaluation forms for Mrs. Waller and bring them to the March Board Meeting for discussion with the Board and Mrs. Waller.

Next on the Agenda, Erin Waller discussed with the Board the proposed Partnership Policy which would summarize program duties and responsibilities between the Library and outside groups. After Board discussion, the Board has tabled this Policy for a later date.

Polly Reynolds called for Public Comment. Nikole Wolfe stated the Senate Bill 48 has been pulled from the Agenda and this bill could be dead this session. Ms. Wolfe also stated the Library Legislation Day is on February 16, and the KPLA Spring Conference is scheduled for April 19-21, 2017 in Lexington, Kentucky.

There was no Closed Session.

Having no further business to come before the Board, the meeting was adjourned at 6:23 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be Wednesday, March 15, 2017 at 5:00 p.m. in the Library Board Room.

