

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

May 17, 2017

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

Others Present: Erin Waller, Director
Debbie Young, Accounts Manager
Austin Ramsey, Reporter – Messenger Inquirer

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

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

Rodney Ellis presented the Treasurer's Report. He went over the April, 2017 financial report including 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.

The Budget for the fiscal year 2017/2018 was presented by Rodney Ellis and Erin Waller. They went over the proposed revenue, expenditures as well as capital projects. As part of the proposed expenditures, Mrs. Waller recommended hiring a new full time position for the Library. The position would be a Social Worker and Mrs. Waller presented a proposed job description as well as some articles addressing other Libraries who had hired social workers. The Board discussed the position and felt there needed to be further dialogue and research on this position and decided to postpone the approval of the new position until a later meeting. As part of the fiscal year 2017/2018 Capital Projects, there was \$810,000 proposed for the Library Second Floor Remodel and Parking Lot Construction. This dollar amount also included needed furniture, fixtures and equipment as well as fees, inspection and contingencies. Mr. Ellis discussed that the Library would use a carryover from prior fiscal years along with cash reserves to fund this project. Rodney Ellis made a motion to allocate up to \$810,000 from the prior fiscal years carryover to the Second Floor Remodel and Parking Lot Construction capital project. Polly Reynolds seconded and the motion carried unanimously. Lewatis McNeal made a motion to approve the 2017/2018 Budget as presented. Michelle Drake seconded and the motion carried unanimously.

Erin Waller was asked to present the Director's Report. Mrs. Waller reported on programs being held in May and upcoming events. Mrs. Waller reported that the Library is getting ready for the Summer Reading programs. She also reported that the Library is looking to partner with multiple non-profit organizations including Habitat for Humanity as well as the Homeless Coalition of the Ohio Valley.

Polly Reynolds called for Old Business with the first item being the Library Expansion Project Update. Erin Waller reported there was no formal update as the architects and construction manager are working on the updates to get the revised project ready for bid.

Polly Reynolds called for New Business with the first item being Owensboro Public Schools Partnership Policy and Procedure. Mrs. Waller presented the proposed policy and procedures to allow Owensboro High School students to use their Student ID cards at the Library to access library materials or services. The Board reviewed the policy and procedures and noted that since this is a pilot program, there might be changes needed as it is formalized for other schools. Therefore, the Board felt that the proposed policy did not need approval from the Board at this time.

There was no Public Comment.

There was no Closed Session.

Having no further business to come before 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, June 21, 2017 at 5:00 p.m. in the Library Board Room.

A handwritten signature in blue ink that reads "Polly Reynolds". The signature is written in a cursive style with a large initial "P" and a long, sweeping underline.