

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

September 20, 2017

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

Members Absent: Beena Vora

Others Present: Erin Waller, Director
Debbie Young, Accounts Manager
Charlie Castlen, Fiscal Court Liaison
John Hagan Codell, Codell Construction Company

The meeting was called to order by Board President Polly Reynolds at 4:59 p.m.

Polly Reynolds called for the approval of the minutes of the August meeting. Hearing no comments or corrections, Rodney Ellis made a motion to approve the minutes as presented. Polly Reynolds seconded and the motion carried unanimously. Mrs. Reynolds called for the approval of the September Special Called meeting. Hearing no comments or corrections, Rodney Ellis made a motion to approve the minutes as presented. Michelle Drake seconded and the motion carried unanimously.

Rodney Ellis presented the Treasurer's Report. He went over the August, 2017 financial report including the receipts and expenditures for the month. Hearing no comments or corrections, Michelle Drake made a motion to approve the financial report and expenditures as presented. Polly Reynolds seconded and the motion carried unanimously.

Debbie Young discussed with the Board the June 30, 2017 Audited Financial Statements. Mrs. Young noted that she, Rodney Ellis and Erin Waller had met with the auditor for the Audit Exit Conference and went over the report in detail. She said that she had previously emailed out the audited financial statements to the Board Members to save on copying costs. After discussion, Polly Reynolds made a motion to accept/approve the June 30, 2017 Audited Financial Statements 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 September and upcoming events. Mrs. Waller reported that the Library was having a four-part program based on the "Rebel Girls" book and it had been a success so far. Mrs. Waller said that the Library had partnered with the Art Guild for the Art Festival at Towne Square Mall on September 16 and she was interviewed on Channel 14 with the Midday with Mike program to discuss the festival. Mrs. Waller

noted that the AmeriCorps volunteer started working at the Library on September 6 and she was learning processes in the various Library departments. Mrs. Waller reported that she had been accepted into the Leadership Owensboro Class and would start activities with that next week.

Polly Reynolds called for Old Business with the first item being the Library Expansion Project Update. Erin Waller called on John Hagan Codell to give the update. Mr. Codell said he had talked to Danco Construction to get information on splitting the exterior and interior work. When the extras were taken out, the total cost for the interior work would be \$337,000 based on a three month schedule. Mr. Codell said he worked with Danco and moved to a six week schedule and the price decreased to \$238,300 which included an \$8,000 reduction for moving the racks and stacks. The work would not start until all materials were received. The Board discussed the options and decided to leave the \$8,000 in the price for the moving of the racks and stacks to make the total project \$246,300. Polly Reynolds made a motion to award the combo bid to Danco Construction in the amount of \$885,000 contingent on value engineering. Michelle Drake seconded and the motion carried unanimously. Rodney Ellis made a motion to award the contract to Danco Construction based on the price of \$246,300. Michelle Drake seconded and the motion carried unanimously. Mr. Codell reported that the next steps would be preparing contracts and purchase orders. He said the timeline would be based on getting the materials in hand and could be about three months. After the discussion about the project ended, Mr. Codell left the meeting.

Polly Reynolds called for Old Business of Nominations of New Board Members. Erin Waller reported to the Board that she had a phone conversation with Judge Executive Al Mattingly and he had requested a third name to be added to each of the previously submitted nominations. Mrs. Waller said she had checked with KDLA and it was not clerically possible to submit three names for each seat. Mrs. Waller noted that Judge Executive Mattingly had given her two names to consider for the nominations. Polly Reynolds stated that she thought Judge Mattingly was breaking the law by not choosing one of the candidates that was proposed for each seat. She suggested the Library file a "Writ of Mandamus" to ask the court to require Judge Mattingly comply with the law. She stated this was not an adversarial move for the Library as both sides would get a better understanding of what was legally required. Mrs. Waller reported that she had discussed the issue with Terry Manuel at KDLA and while he noted the Library would probably win a legal case, there could be possible repercussions with doing so, such as the loss of the relationship with the Fiscal Court. Mrs. Waller noted that she did not want to harm the relationship with the Fiscal Court. The Board discussed the various options and decided to submit names again to fill the open board seats but would remain open to the possibility of the legal action in the future. Polly Reynolds made a motion to withdraw the original slate of nominees for the seats of Lewatis McNeal and Polly Reynolds. Michelle Drake seconded and the motion carried unanimously. The Board discussed all the individuals that were proposed to fill the open board seats. After discussion, Michelle Drake made a motion that the following names be submitted to KDLA to fill the open seats: Susan Montalvo-Gesser and Rachel Bessing for Mrs. Reynolds' vacancy and Scott Taylor and James Kuhlman for Mr. McNeal's vacancy. Polly Reynolds seconded and the motion passed unanimously. The names will be submitted electronically to KDLA who will approve and then forward to Judge Executive Al Mattingly at the Daviess County Fiscal Court to choose one individual to fill each seat.

Polly Reynolds called for New Business with the first item being First Reading – E-Card Policy. Erin Waller noted the need for an E-Card policy for not only Owensboro Public Schools students but also for Daviess County residents who could not come into the Library. The Board reviewed the policy and will do a final reading and approval at the October Board Meeting.

Erin Waller noted that the December Board meeting was scheduled for December 20 which was the week before Christmas which might cause scheduling problems for board attendance. The Board discussed and Rodney Ellis made a motion to move the December Board Meeting from December 20 to December 13. Michelle Drake seconded and the motion carried unanimously.

There was no Public Comment.

There was no Closed Session.

Having no further business to come before the Board, the meeting was adjourned at 6:27 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, October 18, 2017 at 5:00 p.m. in the Library Board Room.

A handwritten signature in cursive script that reads "Michelle Drake". The signature is written in black ink and is positioned on the right side of the page, below the main body of text.