

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

February 21, 2018

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Members Present: Michelle Drake  
Rodney Ellis  
Jim Kuhlman  
Susan Gesser

Members Absent: Beena Vora

Others Present: Erin Waller, Director  
Debbie Young, Accounts Manager  
Charlie Castlen, Fiscal Court Liaison

The meeting was called to order by President Michelle Drake at 5:00 p.m.

Michelle Drake called for the approval of the minutes of the January meeting. Hearing no comments or corrections, Susan Gesser made a motion to approve the minutes as presented. Jim Kuhlman seconded and the motion carried unanimously.

Rodney Ellis presented the Treasurer's Report. He went over the January, 2018 financial report including the receipts and expenditures for the month. Hearing no comments or corrections, Rodney Ellis made a motion to approve the financial report and expenditures as presented. Susan Gesser seconded and the motion carried unanimously.

Mr. Ellis then presented the Fiscal Year 2017/2018 Budget Amendment. Mr. Ellis went over the proposed budget changes and after discussion; Jim Kuhlman made a motion to accept the Budget Amendment. 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 February and upcoming events. Mrs. Waller reported that the Library will be presenting the Rebel Girls programs for children age 6-12. This was a popular program when it was held in the fall. On March 24, the Library will be presenting "The Disaster Artist" screening with Greg Sestero. The program will be held at Owensboro Community & Technical College, Blandford Hall. Tickets for the program are required and there are already 100 people registered for the program. On March 3, the Library will have a Friends Book Sale, with the price being \$5 per bag of books. This will help make room in the Receiving Room that will be needed during the construction project. Mrs. Waller reported that the Library's literary journal Verbatim quickly sold out and there was a great article in the newspaper about the

project. Mrs. Waller said the library staff reorganization is moving forward which will allow staff streamlining and the ability to have an open service desk model.

Michelle Drake called for Old Business with the first item being the Library Expansion Project Update. Erin Waller reported that the change order had been turned in for carpeting/flooring in the new Children's area. The next pre-construction meeting will be held March 7 at 10:00 am. There is still no start date for the project.

Mrs. Drake called for New Business. Debbie Young discussed the Director's Evaluation Form with the Board and asked the Board members to complete the evaluation forms for Mrs. Waller and bring them to the March board meeting for discussion with the Board and Mrs. Waller. Mrs. Young will email out a PDF fillable version of the form if the Board members wish to use that form.

Mrs. Waller presented the First Reading on two proposed policy updates – Programming and Circulation Policies. The Board discussed the policies and the proposed updates. Mrs. Waller will do some additional research and updates and present the updated policy changes at the March board meeting.

There was no Public Comment.

Michelle Drake called for Closed Session for deliberations on the future acquisition or sale of real property. Michelle Drake made a motion to go into Closed Session. Jim Kuhlman seconded and the motion carried unanimously. Rodney Ellis made a motion to end the Closed Session and go back into Open Session. Jim Kuhlman seconded and the motion carried unanimously. Michelle Drake stated that no action was taken in the Closed Session.

Having no further business to come before the Board, the meeting was adjourned at 6:12 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, March 21, 2018 at 5:00 p.m. in the Library Board Room.

*Michelle Drake*