

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

March 21, 2018

Members Present: Michelle Drake
Rodney Ellis
Beena Vora (arrived at 5:09 pm)
Jim Kuhlman
Susan Gesser

Others Present: Erin Waller, Director
Debbie Young, Accounts Manager
John Hagan Codell, Codell Construction Company
Jacob Dick, Reporter – Messenger Inquirer

The meeting was called to order by President Michelle Drake at 5:03 p.m.

Michelle Drake made a motion to move Old Business – Library Expansion Project Update to the first item on the Agenda. Jim Kuhlman seconded and the motion carried unanimously.

Erin Waller said that John Hagan Codell was present at the meeting to give an update on the construction project. Mr. Codell reported on the Change Order that was produced for the flooring as well as moving the shelving. There were nine items priced and four seemed fair and reasonable and the other items seemed to be on the high side. The total Change Order was \$160,299.65 and Mr. Codell believed that if the Board approved the Change Order on a time and material basis, the price would go down. The Board discussed the various options with Mr. Codell. Rodney Ellis made a motion to approve the Change Order on a time and materials basis with each line item not to exceed the original bid amount and the total project not to exceed \$130,000.00. Beena Vora seconded and the motion carried unanimously. Mr. Codell left the Board Meeting.

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

Rodney Ellis presented the Treasurer's Report. He went over the February, 2018 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. Susan Gesser seconded and the motion carried unanimously.

Erin Waller was asked to present the Director's Report. Mrs. Waller reported on programs being held in March and upcoming events. Mrs. Waller reported on several legislative items currently being worked on. The proposed budget does not include any State Aid for Libraries. Also SB 66 relates to the Kentucky Retirement System pension and would allow the large increase in pension contributions to be allocated over several years rather than all in the upcoming fiscal year. The session ends in mid-April and asked the Board Members to contact their legislators in support of SB 66.

Mrs. Waller reported that it was now time to start working on the new fiscal year budget and it would be presented at the Board Meeting in May.

Michelle Drake called for Old Business with the first item being the Second Reading of the Programming and Circulation Policies. Mrs. Waller reviewed the policies with the Board and discussed the changes made. Susan Gesser made a motion to approve the updated Programming Policy as presented. Jim Kuhlman seconded and the motion carried unanimously. Michelle Drake made a motion to approve the updated Circulation Policy as presented. Susan Gesser seconded and the motion carried unanimously.

Mrs. Drake called for New Business. Erin Waller informed the Board that the Library Bylaws had not been updated since 2003. Jim Kuhlman had noticed some discrepancies in the Bylaws and has agreed to review and update the Library Bylaws. He will present the revised Bylaws at a future Board Meeting for review and approval.

There was no Public Comment.

Michelle Drake called for Closed Session for discussions that may lead to the appointment, dismissal or disciplining of an individual employee. Michelle Drake made a motion to go into Closed Session. Susan Gesser 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 6:49 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, April 18, 2018 at 5:00 p.m. in the Library Board Room.

