

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

November 15, 2018

Members Present: Michelle Drake
Rodney Ellis
Beena Vora
Susan Gesser

Members Absent: Jim Kuhlman

Others Present: Erin Waller, Director
Debbie Young, Business Manager

The meeting was called to order by President Michelle Drake at 5:09 p.m.

Michelle Drake called for the approval of the minutes of the October meeting. Hearing no comments or corrections, Michelle Drake made a motion to approve the minutes as presented. Beena Vora seconded and the motion carried unanimously.

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

Rodney Ellis and Debbie Young discussed with the Board the June 30, 2018 Audited Financial Statements. Mrs. Young noted that she, Michelle Drake, Rodney Ellis, and Erin Waller had met with the auditor for the Audit Exit Conference and went over the report in detail. Mrs. Young said she had previously emailed out the audited financial statements to the Board Members to save on copying costs. After discussion, Michelle Drake made a motion to accept/approve the June 30, 2018 Audited Financial Statements as presented. Beena Vora seconded and the motion carried unanimously.

Erin Waller was asked to present the Director's Report. Mrs. Waller reported on programs being held in November and upcoming events. Mrs. Waller discussed the following:

- The Western Region Directors Retreat was held in Owensboro last week. Part of the meeting was held at the Library part was at the Hampton Inn. Everyone who attended the meeting at the Library was impressed with the work done on the 2nd floor.
- David Boeyink and Bruce Hager from the Public Life Foundation came to the Library and took a tour of the new Children's area. The Foundation has a new initiative to improve early childhood education in Daviess County.

- The Grand Opening for the 2nd Floor Children's Area was on Saturday, November 27 and was a big success with over (400) children and adults attending. There was a good turnout from community leaders as well as the Mayor and City Commissioners.
- Leslie McCarty, Kentucky Room Manager, recently won the race for Daviess County Clerk and will be leaving the Library at the end of December to start that new position. She will be greatly missed at the Library.
- Congratulated Susan Gesser on her new position as Director of Catholic Charities. Her new position will be effective January 2, 2019.

Michelle Drake called for Old Business with the first item being the Second Reading of the Circulation and Internet Policies. Mrs. Waller reminded the Board they reviewed these policies at last month's meeting and the changes are mainly clerical and will making training easier for staff in setting up new patrons in our system. After discussion, Rodney Ellis made a motion to approve the Circulation and Internet policies as presented. Michelle Drake seconded and the motion carried unanimously.

Michelle Drake called for New Business. Mrs. Waller discussed the Drop Your Drawers Program-Fine Amnesty Request. The Drop Your Drawers Program is a state-wide library program that uses the cartoon character, Captain Underpants, to encourage donations of new children's underwear to be distributed to children at elementary schools. During the first week of the program, the Library would like to offer a fine amnesty for overdue fines (up to \$10) for the donation of a new package of children's underwear. This will be promoted via social media and signage. After discussion, Susan Gesser made a motion for the Library to participate in the Drop Your Drawers program and offer a fine amnesty during the first week of the program for the donation of a new package of children's underwear. 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 5:30 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, December 19, 2018 at 5:00 p.m. in the Library Board Room. Also as a reminder, the January board meeting was changed to Wednesday, January 23, 2019.

