

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

March 20, 2019

Members Present: Michelle Drake
Rodney Ellis
Beena Vora
Jim Kuhlman
Susan Gesser

Others Present: Erin Waller, Director
Debbie Young, Business Manager
Jacob Mulliken, Reporter - Messenger-Inquirer
Charlie Castlen, Fiscal Court Liaison
Brian Lashbrook, DCPL
Kara Schroader, DCPL
Wesley Johnson, DCPL

The meeting was called to order by President Michelle Drake at 5:01 p.m.

Erin Waller introduced Brian Lashbrook, Kara Schroader, and Wesley Johnson to the Board. They made a presentation to the Board on the Library's Social Media and Marketing programs. The Board asked questions about the various programs. The Board thanked them for the excellent presentation and Mr. Lashbrook, Ms. Schroader and Mr. Johnson left the 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, 2019 financial report including the receipts and expenditures for the month. Hearing no comments or corrections, Jim Kuhlman 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 discussed the following:

- The Wendell Foster half marathon is Saturday with over 1,000 runners registered. Library staff will be working a water table sponsored by The Disaster Team, which is close to the Library.

- The KPLA Annual Conference is next week in Lexington. There are several Library staff members making presentations at the conference, including Kara Schroader, Michael Dunn, and Christine Clary. Mrs. Waller is participating in a panel discussion on Library construction projects.
- The Kiwanis Club project for the donation of outdoor musical instruments in the Reading Garden is moving forward. The instruments should be up and ready in the next couple of months.
- The Friends of the Library group now has non-profit 501(c)(3) status which will enable some fund raising as well as grant application efforts. In May, there will be an event to try to increase membership.
- Senate Bill 25 passed in the Senate but did not pass in the House. This bill addressed how Special Purpose Governmental Entities (SPGE) would get approval for their tax rates.
- The Library has started a Pick Up Service where patrons can go online and choose any item that is on the Library's shelves and it will be pulled by staff and put on Hold for the patron to pick up. This service is going very well.
- The Library will be working with the Complete Count Committee for the April, 2020 U.S. Census. This will include providing support for job searches and training held at the Library.

Michelle Drake called for Old Business – Second Reading: Educational Assistance Policy. Erin Waller discussed the changes she had made to the policy since the first reading. The Board discussed the policy and Mrs. Waller will research and make some additional changes and present at the next Board Meeting.

Old Business - Second Reading: (10) Essential Board Policies. Erin Waller discussed the changes that had been made to the policies since the first reading. The Board discussed the policies and Beena Vora made a motion to approve the (10) Essential Board Policies as presented. Jim Kuhlman seconded and the motion carried unanimously. The (10) Essential Board Policies are comprised of the following policies:

- Board Reimbursement of Expenses Policy
- Ethics Policy
- Investment Policy
- Procurement Policy
- Trustee Orientation Policy
- Conflict of Interest Policy
- Fiscal Responsibility Policy
- Open Records Policy
- Sponsorship Policy
- Whistle Blower Policy

There was no New Business.

Michelle Drake called for Public Comment. Jacob Mulliken introduced himself as the new reporter from the Messenger-Inquirer newspaper.

There was no Closed Session.

Having no further business to come before the Board, the meeting was adjourned at 6:02 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, April 17, 2019 at 5:00 p.m. in the Library Board Room.

Muhill Drake