

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

September 18, 2019

Members Present: Michelle Drake
Jim Kuhlman
Beena Vora
Susan Gesser

Members Absent: Rodney Ellis

Others Present: Erin Waller, Director
Debbie Young, Business Manager
David Morgan, Guest
Charlie Castlen, Fiscal Court Liaison

The meeting was called to order by President Michelle Drake at 5:02 p.m.

Jim Kuhlman made a motion to move Public Comment to the first item on the Agenda. Susan Gesser seconded and the motion carried unanimously.

David Morgan was a guest at the Board Meeting and wished to speak to the Board. Mr. Morgan lives on Maple Avenue and is concerned about safety issues at the Library with “questionable people on the property”. Mr. Morgan mentioned that it appeared that some of the lighting on the Maple Avenue side of the parking lot was not working and he asked that the lighting be repaired or replaced. Erin Waller said we would check on that and get the lighting working. Mr. Morgan was also concerned about the empty lot (currently being used as garden space) and he wondered if the fencing was needed as it hinders the line of sight into the area. Mrs. Waller said at this time it was undecided what was going to be done with that area. The Board thanked Mr. Morgan for his attendance at the meeting and bringing his concerns to the Board. Mr. Morgan left the meeting.

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

In the absence of Rodney Ellis, Debbie Young presented the Treasurer’s Report. She went over the August, 2019 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.

Debbie Young discussed with the Board the June 30, 2019 Audited Financial Statements. Mrs. Young said she had previously emailed out the audited financial statements to the Board members to save on copying costs. Mrs. Young noted that she, Erin Waller, Michelle Drake and Rodney Ellis had met with the auditors for the Audit Exit Conference and went over the report in detail. The Library received a clean report with no deficiencies or weaknesses found during the audit. After discussion, Susan Gesser made a motion to accept/approve the June 30, 2019 Audited Financial Statements as presented. Jim Kuhlman seconded and the motion carried unanimously.

Erin Waller was asked to present the Director's Report. Mrs. Waller reported that there is more normalcy at the Library after recovery from the Ransomware attack. We did have to replace the Library Document Station (LDS), which allows the public to fax and scan documents. Brian Lashbrook, Computer Services Manager is feeling good about where we stand with the recovery. All the computers have been updated to Windows 10 and more protection has been added to the firewall. There have also been several backup solutions added. The Library did receive a quote for a high-end robust malware protector called Cylance in the amount of \$35,000. This is a one-time cost with approximately a 10% maintenance fee each year. There is still no guarantee that the Library would not get hit with another ransomware attack and Mr. Lashbrook feel this would be "over-kill" for the Library. This program is mainly used by hospitals, banks and military. After discussion, the Board asked for more information on the malware protector.

Mrs. Waller reported on programs being held in September and upcoming events. Mrs. Waller discussed the following:

- The Library is in the process of hiring a new marketing person.
- The Library hired a photographer to take some branding photographs that will be used for marketing, social media and advertising. The photos turned out great and we will start using them right away.
- The acoustic panels, which were paid for by the Foundation, were installed today in the Children's area. They should help absorb some of the noise in the Children's area as well as provide a decorative element.
- The Friends of the Library's Annual Book Sale will be held on October 5 and the cost will be \$5 per bag (bags provided by the Library). Also, the Friends of the Library will have a fundraiser on October 19 which will be a Silent Auction and Trivia Event. This will be held at the Library after hours and the cost is \$25 per person and \$125 for a team of five people.
- Mrs. Waller presented the Library's approved Tax Rates at the September 5 Daviess County Fiscal Court Meeting.
- Mrs. Waller asked the Board about what areas they would like to hear about in future Staff Presentations. The Board said they would like to hear more about the Children's area such as programming and collections.

There was no Old Business.

There was no New Business.

Mrs. Drake noted that Public Comment had been moved to the top of the Agenda because we had a guest in attendance, but offered Charlie Castlen the opportunity to address the Board since he had come in later. Mr. Castlen congratulated Michelle Drake on being reappointed to the Board for her second term and said that she did a great job on the Library Board.

There was no Closed Session

Having no further business to come before the Board, the meeting was adjourned at 5:40 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, October 16, 2019 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 dark ink and is centered on the page.