

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

February 19, 2020

Members Present: Michelle Drake  
Jim Kuhlman  
Beena Vora

Members Absent: Rodney Ellis  
Susan Gesser

Others Present: Erin Waller, Director  
Debbie Young, Business Manager  
Charlie Castlen, Fiscal Court Liaison  
Jacob Mulliken, Reporter – Messenger-Inquirer  
Jarrod McCarty, DCPL

The meeting was called to order by President Michelle Drake at 5:05 p.m.

Erin Waller introduced Jarrod McCarty, Assistant Manager of the Public Services Department to the Board. Mr. McCarty made a presentation to the Board about the proposed Customer Service Policy. Mr. McCarty read and discussed the policy with the Board. He indicated that once the policy was approved there were procedures to be finalized and training for the staff on how to implement the policy. The Board discussed the policy and suggested some changes. Mr. McCarty will make changes to the policy and the policy will be presented at the next Board Meeting for a second reading. Mr. McCarty then left the meeting.

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

In the absence of Rodney Ellis, Debbie Young presented the Treasurer's Report. She went over the January, 2020 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. Beena Vora seconded and the motion carried unanimously. Mrs. Young noted that the Budget Amendment will be presented at the March Board Meeting.

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

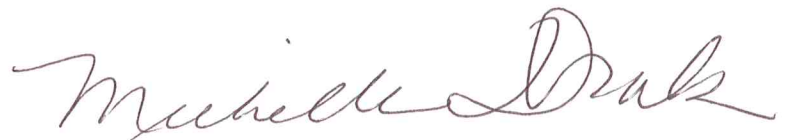
- Mrs. Waller reported that the Library had won the 2020 Chamber Education and Workforce Award. She noted this was the fourth time the Library had been nominated and she was very pleased the Library had won this award.
- The Strategic Planning Survey is in full swing and we are getting good feedback from the community. The survey will be open for a little longer and then Staff Committees will be formed to discuss relevant topics.
- Mrs. Waller noted that there was no news on the three proposed Kentucky Legislature bills discussed at the last meeting.
- The Library has formed a partnership with Grow with Google and received a Grant to present small business workshops.
- The first Family Place Library program called "Ready, Set, Play" started today and the event, which required registration, was full.

There was no Old Business.

Michelle Drake called for New Business – First Reading: Customer Service Policy. Mrs. Waller indicated that the relevant discussion had taken place earlier in the meeting with Jarrod McCarty making the presentation. There will be changes made to the policy and it will be presented next month for a second reading.

Michelle called for Public Comment and Mr. Charlie Castlen commended the Board on the give and take discussion while reviewing the Customer Service Policy. He agreed with the Board about the revisions that need to be made. Mr. Castlen also inquired about the Library's liability insurance carrier and indicated that KACo had saved the Fiscal Court a considerable amount of money and we should consider getting quotes for the Library's policies.

Having no further business to come before the Board, the meeting was adjourned at 5:46 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, March 18, 2020 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 positioned in the lower right quadrant of the page.