

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

September 21, 2022

Members Present: Michelle Drake (virtual)  
Rodney Ellis  
Susan Gesser  
Beena Vora (virtual)

Members Absent: Harry Pedigo

Others Present: Erin Waller, Director  
Debbie Young, Business Manager  
Charlie Castlen, Fiscal Court Liaison  
David Morgan  
Hope Neel  
Paula Wedding

The meeting was called to order by President Michelle Drake at 5:00 p.m.

Michelle Drake called to move Public Comment to the top of the Agenda since we had several guests attending the meeting who wished to address the Board. Mrs. Neel, Mrs. Wedding and Mr. Morgan had questions and addressed concerns over the parking lot. Mrs. Neel indicated that after the new parking lot was completed and there was rain, they had water in their basement. Ms. Waller indicated she would follow up with the engineers on this issue. There were also concerns over when the fencing would be installed as well as early morning staff parking. The guests stayed for the rest of the meeting.

Michelle Drake called for the approval of the minutes of the August meeting. After review and hearing no comments or corrections, Susan Gesser made a motion to approve the August minutes as presented. Rodney Ellis seconded, and the motion carried unanimously.

Rodney Ellis presented the Treasurer's Report. He went over the August 2022 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 discussed with the Board the June 30, 2022 Audited Financial Statements. Mrs. Young reminded the Board that she had emailed the audited financial statements to the Board members to save on copying costs. Mr. Ellis noted that he, Michelle Drake, Erin Waller and Debbie Young had met with the auditors on August 23 for the Audit Exit Conference and went over the report in detail. The

auditors were at the Library for their fieldwork during the last week of July. 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, 2022 Audited Financial Statements as presented. Michelle Drake seconded and the motion carried unanimously.

Ms. Waller presented the Director's Report and discussed the following:

- The Friends of the Library hosted a Fund Raiser Trivia program on Saturday, September 17 and while the attendance was small, it went well and they are looking to make it an annual event.
- The month of October will be busy at the Library with lots of programs scheduled for the month.
- Alicia Harrington, Collection Development Manager will be retiring on September 30. Alicia has worked at the Library almost 30 years and will be greatly missed.
- Rhonda Schell who works in the Collection Development department recently celebrated her 30<sup>th</sup> year at the Library. She heads the Inter-Library Loans area and does a great job.
- The Neblett Center had a Ribbon Cutting Event to celebrate their Library renovation on September 6 which was well attended. Atmos Energy thanked the Library for providing our expertise in getting the Library updated and the Neblett Center staff was very appreciative of the Library's support.
- Michelle Drake said she had attended the Daviess County Detention Center Re-Entry Success Program and there was discussion about the need for updated reading materials. Mrs. Waller indicated she would reach out to Jailer Art Maglinger.

Michelle Drake called for Old Business – Parking Lot Expansion Project. Erin Waller reported that the Parking lot was not quite complete as there is still some additional work to be done including fencing, landscaping, and lighting. There is also some additional striping needed on the parking lot. Ms. Waller will be working with the contractor for these changes. A Change Order has not been received yet for any additional work and she should have more information at the next meeting.

Michelle Drake called for Old Business – Board Member Nominations – Expiring Terms. Erin Waller reported that the nominations have not been finalized yet.

There was no New Business.

Michelle Drake asked Charlie Castlen if he had any Public Comment since he did not get to speak earlier. Mr. Castlen said that he had attended the Neblett Center Library Ribbon Cutting and everyone was very appreciative of the Library's assistance and it was a very well attended event. He noted he was also at the Daviess County Detention Center Program and heard they needed updated books so he was sure the Library's assistance would be appreciated.

Having no further business to come before the Board, the meeting was adjourned at 5:31 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be on Wednesday, October 19, 2022, at 5:00 p.m. in the Third Floor Board Room.

