

Hopkins County-Madisonville Public Library Board of Trustees
Minutes from February 15, 2018, regular meeting
425 E. Center St. Madisonville

Members Present: Allen Davis, Tara Edwards, Donna Travis, Patricia Wiles

Members Absent: Rhonda Simpson

Also Present: Angel Killough, Joel Meador

Patricia Wiles called the meeting to order at 4:30 P.M.

Allen Davis motioned to approve the agenda with flexibility. Donna Travis seconded, and the motion carried unanimously.

Donna Travis moved to approve the January 24, 2018, minutes as presented; Allen Davis seconded, and the motion carried unanimously.

Treasurer Allen Davis recommended that the bills be filed for audit.

Angel Killough presented the Assistant Director's report: Discussed the computer lab replacement project. Received price information from George Cummings of Knights Technologies, but no official quote. Based on the information received, estimated cost of project totals \$6,234.00 for hardware and \$1,245.16 for software licenses for a \$7,479.17 grand total. Killough also mentioned the need to replace two admin towers and two circulation towers, but did not have price information at this time. Allen Davis suggested getting two different quotes: one for a full replacement and a phased replacement. No further report.

Joel Meador, Director's report: Discussion and approval of job descriptions is to be tabled for a later date. Meador suggested as a Board project to create a 5-year-plan and that Susan Dunman, new Regional Librarian, is getting examples from other Kentucky libraries with current plans in place. Also, he is working on adjustments and amendments to the current budget for Board review and approval. Work on the 2018-2019 budget is beginning in the next week. Meador also invited the Board to attend the March 13@12 PM Brown Bag Book Club. Meador is presenting the book *Trapped!: The Story of Floyd Collins* by Robert K. Murray and Roger W. Brucker.

No unfinished business.

New Business:

Joel Meador introduced the Library Use Policy Revision, clarifying existing language concerning patron circulation rules. Tara Edwards moved to accept the Library Use Policy revision as presented. Allen Davis seconded; motion carried.

Joel Meador discussed the Extreme Weather/Emergency Conditions Policy Revision clarifying library procedure during times of inclement weather. The policy only appeared in the Personnel Policy, prompting Meador to add it to the current Public Policy as Weather-related/Emergency Library Closure Policy. Tara Edwards motioned to accept the Extreme Weather/Emergency Conditions Policy Revision as presented; Donna Travis seconded. Motion carried. Allen Davis motioned to accept the Weather-related/Emergency Library Closure Policy as presented; Tara Edwards seconded. Motion carried.

No new updates from Foundation.

No citizen participation.

Tara Edwards motioned to adjourn, Allen Davis seconded. Meeting adjourned at 5:15 P.M.