

Hopkins County-Madisonville Public Library Board of Trustees
Minutes from June 28, 2018, regular meeting

Hopkins County-Madisonville Public Library
425 East Center St. Madisonville, KY 42431

Members Present: Patricia Wiles, Allen Davis, and Donna Travis
Also Present: Joel Meador, Angel Killough, and Laura Holt (for New Business)

Patricia Wiles called the meeting to order at 4:33 p.m.

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

Patricia Wiles moved to approve the May 17, 2018, minutes as presented; Allen Davis seconded, and the motion carried unanimously.

Allen Davis moved to approve the June 4, 2018, minutes as presented; Patricia Wiles seconded, and the motion carried unanimously.

Allen Davis recommended that the bills be filed for audit.

Angel Killough brought the Assistant Director's report. Efforts to arrange a meeting with Mark Phebus, local contractor, to inspect and give estimate for the Katherine Barnett Room water intrusion issues were unsuccessful. Killough will continue get in contact.

Joel Meador brought the Director's Report; see attached.

Buildings & Grounds

Workers from Hopkins County Jail have started on repair of the loading dock. Completion of the interior security door will follow. No estimates yet for the roof repair project. Meador is still looking for contractors.

Unfinished Business

Joel Meador presented four revised and updated job descriptions that were reviewed by two outside Human Resource consultants; Adult Collection/Development Coordinator, Children and Young Adult Services/Outreach Coordinator, Reference & Information Technology (IT) Librarian, and Adult Programming and Marketing Coordinator (PT). Patricia Wiles motioned to accept and adopt all four job descriptions as presented. Donna Travis seconded. Motion carried unanimously.

Angel Killough brought a revised quote for the Dawson Springs Branch Library computer replacement project. Of the information provided, Allen Davis motioned to approve the quote from Knights Technologies not to exceed \$13,800.00. Patricia Wiles seconded. Motion carried unanimously.

New Business:

Joel Meador opened discussion for the 2017-2018 Budget Amendments as required by the Department for Local Government. Patricia Wiles motioned to accept and adopt the 2017-2018 Budget Amendments as presented. Donna Travis seconded. Motion carried unanimously.

Meador then opened discussion for the 2018-2019 Budget. Donna Travis motioned to accept and adopt the 2018-2019 Budget as presented. Allen Davis seconded. Motion carried unanimously.

Laura Holt entered the meeting to discuss a proposal to purchase an additional 4 computers for the Teen area at a cost of \$3,988.55 from Knights Technologies. Patricia Wiles motioned to approve the proposal to purchase new teen computers. Allen Davis seconded. Motion carried unanimously.

No Smoking Policy discussion tabled until next month.

Joel Meador presented the current Personnel Positions, Classifications, Wages, and Ranges for 2018-2019. Allen Davis motioned to accept and adopt the Personnel Positions, Classifications, Wages, and Ranges for 2018-2019 as presented. Donna Travis seconded. Motion carried unanimously.

Patricia Wiles made the motion to adjourn the meeting at 5:40 p.m., seconded by Allen Davis.
Meeting adjourned.