

**HOPKINS COUNTY-MADISONVILLE PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES FROM MAY 17, 2018, REGULAR MEETING**

Dawson Springs Branch Library  
103 W. Ramsey Street, Dawson Springs

Members Present: Patricia Wiles, Tara Edwards, and Allen Davis  
Also Present: Joel Meador and Angel Killough

Patricia Wiles called the meeting to order at 4:35 p.m.

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

Patricia Wiles moved to approve the April 19, 2018, 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. Water intrusion issues in the Katherine Barnett Meeting Room have resurfaced due to recent rains. Allen Davis proposed Killough contact Mark Phebus, a local contractor, to evaluate and estimate cost to repair.

Joel Meador brought the Director's Report. The new copier contract with XBS will mean a \$2,000 increase in service contract costs for next year's budget. Work on the Center Street mural began earlier in the month and A & B Signs Inc., is to move the "Public Library" signage to the back side of the building. Several end-of-year (FY) items for the Board to finalize are upcoming such as employee health insurance plans, 2017-2018 budget amendments, revised and updated Personnel Policies, updated job descriptions, as well as the 2018-2019 final budget.

Buildings & Grounds update. The search for roof contractors continues. A/C units in the file/work room are leaking water. Meador advised to contact a local HVAC service. Reid Davis of the Library Foundation has volunteered to install a new downspout for the back of the library building. Meador contacted Mike Lewis for an update on the loading dock and security door projects. Work is to begin when a crew is available.

Unfinished Business: Review of Personnel Policies and new job descriptions is to be tabled for next month. Killough presented two quotes for the computer replacement project at the Dawson Branch. Knights Technologies' pricing for replacement of 7 lab computers and 4 admin stations came to \$12,642.00, not including labor. SHI International Corp. quoted \$9,538.07. Both quotes do not include labor or installation costs. The Board requested Killough to prepare a side-by-side comparison of the quotes as well as looking at possible cost adjustments for next meeting.

No New Business.

Additional discussion. Rhonda Simpson submitted resignation from the Board of Trustees. Patricia Wiles discussed contacting Mayor Sewell with possible recommendations for nominees. Meador discussed possibly restructuring the Library's balance sheet to reflect reserves and other designations. Tara Edwards suggested looking into placing reserves into laddered CDs or even money market options.

Tara Edwards made the motion to adjourn the meeting at 5:49 p.m., seconded by Allen Davis.