

Signed

**Hopkins County-Madisonville Public Library Board of Trustees  
Minutes from October 18, 2018, regular meeting**

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

Members Present: Allen Davis, Tara Edwards, and Elizabeth "Liz" Schweizer  
Also Present: Joel Meador, Sharon Gibbs, Shanna Turner

Tara Edwards called the meeting to order at 4:31 p.m.

Approval of Agenda

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

Approval of Minutes

Tara Edwards moved to approve the September 20, 2018, minutes as presented; Allen Davis seconded, and the motion carried unanimously.

Treasurer's Report

Allen Davis recommended that the bills be filed for audit.

Communications

Joel Meador reported that the open position at Dawson Springs Branch had been advertised and had received three applications at the time of the meeting.

Joel Meador also brought to the attention of the board unassigned cash funds on the balance sheet, along with a recommendation to create a specific line item for three or more months of operating expenses.

Joel Meador shared the KDLA monthly report.

Buildings & Grounds

Vazquez Contracting has been contacted to obtain a quote on the storage room roof at the Madisonville branch.

The interior security door at the Madisonville branch was discussed. A steel frame door is preferred.

The update on the Dawson Springs building maintenance was tabled.

Unfinished Business

No unfinished business.

New Business

Joel Meador requested approval for a capital expense of \$2,000 for a desk and chair for his office. Allen Davis made a motion to approve this expense; Liz Schweizer seconded, and the motion carried unanimously.

Joel Meador requested approval for \$3,030 to be moved from a bequest—restricted to resources—to the electronic databases budget to pay for one-year subscriptions to Tumblebooks and RB Digital Comics. Shanna Turner explained how each platform worked and how they would supplement the library's existing online resources. Tara Edwards moved to approve request; Allen Davis seconded, and the motion carried unanimously.

Joel Meador presented a current list of positions, classifications, and pay ranges for the library. Allen Davis moved to adopt the descriptions as presented; Liz Schweizer seconded, and the motion carried unanimously.

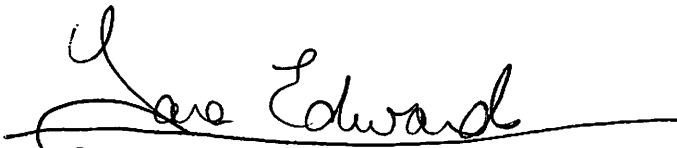
Sharon Gibbs presented a proposal for a "jail" fundraiser. Discussion of use of the funds raised included updating the façade of the Madisonville building and the purchase of a new bookmobile. Allen Davis moved that


the board support the fundraiser, contingent on determining the use of the funds prior to the end of 2018. Tara Edwards seconded, and the motion carried unanimously.

Joel Meador shared information about the upcoming Friends of Kentucky Libraries membership meeting.

Adjournment

Tara Edwards motioned to adjourn the meeting at 5:30 p.m., seconded by Allen Davis.  
Meeting adjourned.

  
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President

  
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Secretary  
in secretary's absence