**Hopkins County-Madisonville Public Library Board of Trustees February 2019 Meeting**

**Minutes for Regular Meeting, February 21, 2019**

Roll Call

The Hopkins County-Madisonville Public Library Board of Trustees held its regular meeting on February 21, 2019 in the conference room of the library, located at 425 East Center Street, Madisonville, Kentucky 42431. A quorum was established with the presence of President Tara Edwards, Vice President Liz Schweizer, Secretary Donna Travis, Treasurer Allen Davis, Director Joel Meador, Assistant Director Angel Killough, Staff Members, Sharon Gibbs and Shanna Turner, and newly appointed Dawson Springs representative, Jonathon Storms.

Approval of Agenda

Tara Edwards called the meeting to order at 4:35 p.m., welcoming Jonathon Storms to the HCMPL Board of Trustees. Allen Davis moved to approve the agenda with flexibility. Liz Schweizer seconded. Motion carried.

Approval of Previous Minutes

Tara asked for any corrections to the minutes of the January 17, 2019 meeting. With no corrections, the minutes were approved as submitted.

Treasurer’s Report

Tara asked if there were any questions about the Financial Statements as submitted. There being none, the report (and bills) were filed for audit.

Introduction

Tara introduced Jonathon Storms to the Board of Trustees as the newly appointed Dawson Springs representative on the board.

New Business

Due to the fact that Shanna Turner had to start a program at five o’clock and needed to present a request to the board, she was allowed to go ahead of other business. She requested that the budget be amended to allow funds to be moved from the Long Bequest into the Materials and Programming Fund for Madisonville in order to be able to purchase some new items. She requested that $2,000.00 be allowed for adult books, $2,000.00 be allowed for juvenile books, and $3,600.00 be allowed for audio/CD/video materials. After much discussion about the fact that no more book donations were being accepted at the present time, Liz Schweizer moved to amend the budget, allowing $7,600.00 to be taken from the Long Bequest Fund and transferred into the Materials and Programming Fund. Tara Edwards seconded. Motion carried.

Communications

Assistant Director’s Report

Angel Killough reported that the boy scout troop that always met at the Dawson Springs Library had volunteered to paint the meeting room, the bathrooms, and the hallways as its service project this year. She also reported that the boy scout troop would provide all of the paint and supplies to complete the task.

She reported that she had filed the 470 form to re-apply for more funds from the state funding program, E-rate. She had requested enough funds to be able to replace an access point. If accepted, she would then start the process of obtaining bids, close the bidding, and file a 471 form. She reported that she would keep the board updated on the progress.

She reported that the murals that are located on the side of the building are beginning to peel and that she had contacted Steve Lane about a possible restoration and/or a protection of the mural. She had also contacted A&B Signs about the best approach to the restoration. Again, she will keep the board updated as the numbers come in as far as the cost of the project.

Angel announced that the Friends of the Library’s Annual Fundraiser would be held on April 9, 2019. There will be a Lasagna Luncheon served from 11:00 a.m. until 1:00 p.m.

Building Committee Report

Director Joel Meador reported that the contract with Garrigan Building & Construction had been signed, a down payment made, and that materials were currently being ordered to complete the repair on the storage room roof.

Unfinished Business

Joel presented the necessary resolution for Ameriprise in order to complete the process for the Pate-Lovell Bequest. Allen Davis moved to adopt the resolution. Jonathon Storms seconded. The resolution was adopted (and a copy is filed with this set of minutes). Joel reported that he would mail the resolution tomorrow.

Angel Killough reported that she had finally received quotes for the needed building repairs on the Dawson Springs Library from David Garrigan and Mark Phebus. The two contractors had submitted quite contrasting ways to “best repair” the water problems. Garrigan had submitted an estimate of approximately $40,000.00 and Phebus had submitted an estimate of approximately $48,000.00 to complete the repairs. After much discussion about which would be the best approach, no decision was made. Allen Davis agreed to take a look next week at each contractor’s approach while visiting the library itself. A suggestion was made to Angel to investigate any state funding that could possibly help with the repairs and/or ask the mayor if there were any city funds that were available.

Concerning a possible investment policy, Tara Edwards presented information on ladder CDs (attached to this set of minutes). No decision was made.

Allen Davis moved to make the necessary change to the General Fund – Restricted Cash to include the following line items:

* Cash Reserve $165,000.00
* Bookmobile/Transportation $40,000.00
* Technology/Computer Replacement $40,000.00
* Building and Grounds $15,000.00

Liz Schweizer seconded. Motion carried.

New Business

Joel presented the Interlocal Agreement that is up for renewal this year. After much discussion concerning inflation and the need for a cost of living raise, the amounts being requested would be:

* from the City of Madisonville – $220,500.00
* from Hopkins County – $241,500.00
* from the City of Dawson Springs – $34,650.00.

Allen Davis moved to adopt the draft of the Interlocal Agreement with the above listed requested amounts. Liz Schweizer seconded. Draft adopted.

Liz Schweizer moved to amend the budget to allow $14,235.00 to be added to the Revenue – Carryover line of the Madisonville budget from the Building Renovation First United Account (remaining money for the county renovation of the building) for the storage room roof replacement. The amount will be budgeted under Capital Expenditures (Capital Outlay) – Building Improvements (County). Allen Davis seconded. Motion carried.

Allen Davis moved to allow funds from the Long Bequest Fund to be used to purchase a mobile printer for $163.99 and a new PA system that includes microphones, microphone cables, and stands for $1,030.48. Jonathon Storms seconded. Motion carried.

Mance Chappell presented information about the wireless hotspots requested. Allen Davis moved to allow $120.00 per year for five new hotspots for the libraries as long as there were no more hidden fees. Liz Schweizer seconded. Motion carried.

Sharon Gibbs announced a Silent Auction Fundraiser to be held during April 8-26, 2019. The fundraiser would be for “collection development and programming.” She asked each of the board members to please provide a “themed” basket for the Silent Auction. All agreed to the request. She asked that the baskets be brought to the next Board of Trustees meeting in March.

Tara led Jonathon Storms in the oath as a Library Board of Trustee.

Adjournment

Allen Davis moved to adjourn the meeting. Liz Schweizer seconded. Motion carried and the meeting was adjourned at 6:25 p.m.

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Director Secretary