

Hopkins County-Madisonville Public Library Board of Trustees May 2019 Meeting Minutes for Regular Meeting, April 18, 2019

Roll Call

The Hopkins County-Madisonville Public Library Board of Trustees held its regular meeting on April 18, 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, Jonathon Storms, Director Joel Meador, Assistant Director Angel Killough, and Staff Member Sharon Gibbs.

Approval of Previous Minutes

Tara Edwards called the meeting to order at 4:30 p.m., thanking everyone for being present at today's meeting. She asked for any corrections to the minutes of the March 21, 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.

Approval of Agenda

Allen Davis moved to approve the agenda with flexibility. Jonathon Storms seconded. Motion carried.

Communications

Assistant Director's Report

Angel Killough reported that it was a go for the Adult Centers for Educational Excellence to use the Katherine Barnett meeting room of the Dawson Springs Branch Library to host GED classes once a week. She reported that there would be an Open House on April 24, 2019 with classes starting on May 1, 2019. She also reported that the Boy Scouts would be painting this weekend and should have the project completed in time for the open house.

Angel reported on the Friends of the Library's Annual Fundraiser, a Lasagna Luncheon that was held on April 9, 2019, from 11:00 a.m. until 1:00 p.m. She reported that 50 lunches were sold that day and the left-over pans of lasagna were sold as well. Jonathon reported that he had been able to attend the luncheon and that it was delicious.

Director's Report

Silent Auction information (tax, etc.)

Sharon Gibbs reported on the silent auction that was currently taking place this month. She reported that the library would be exempt from paying sales tax this year. She also reported that about 170 people had placed bids on the silent auction baskets thus far.

Joel Meador reported that the budget had been presented to the city on March 25, 2019 and thanked everyone for their support at the meeting. He did inform the board that the results would not be announced until May.

Joel also reported that he had received the health insurance information for next year and that the library should be receiving \$10,000.00 from a bequest this month.

Unfinished Business

Dawson Springs Building Maintenance

Angel reported that she was still waiting on direction from the board as to how to proceed on the repair of the branch building. After much discussion, there was a consensus to contact a structural engineer for a determination as to the effects of the removal of the back of the building on the stability of the original building. Allen Davis suggested Charlie Skaggs and that he would be able to give a certificate of soundness. Allen believed that the cost would probably run around \$500.00. He informed Angel that he would try to accompany Charlie the day that he could visit the library.

New Business

Marketing Training Opportunity/Friends scholarship request

Joel reported that the Friends of the Library have offered a scholarship to Ashley Buchanan to be able to work with the sister library, the Warren County Public Library, in training for marketing. Ashley is in charge of marketing for the HCMPL. Ashley could spend time shadowing that library's marketing and programming department for further education and training in promoting the HCMPL. She would be working with the Warren County Public Library four days a week (Monday through Thursday) for three weeks, beginning May 14, 2019. The \$806.00 scholarship would help to pay hotel expenses and up to \$50.00 per day for other expenses.

Allen Davis moved to use the remaining \$633.90 from the Operating Expenses – Travel and Training budgeted line item for the rest of Ashley's expenses for the marketing training; drawing out of another budgeted line item if more funds are needed. Jonathon Storms seconded. Motion carried.

Unfinished Business

Dawson Springs Building Maintenance

Angel reported that after the abundance of rain last week that the library had flooded once again. Allen Davis had not had the chance to stop by the library as of yet and so no decision was made concerning the best approach to repairing the water problems.

Tara requested that Joel's evaluations be sent to her by April 26, 2019; and then she and Liz agreed to meet with Joel to go over the evaluations with him.

Adjournment

Jonathon Storms moved to adjourn the meeting. Allen Davis seconded. Motion carried, and the meeting was adjourned at 5:00 p.m.

Director

Secretary