

Hopkins County-Madisonville Public Library Board of Trustees
Minutes from November 18, 2021, Regular Meeting
Hopkins County-Madisonville Public Library
425 East Center St. Madisonville, KY 42431

Members present: President Liz Schweizer, Treasurer Allen Davis, Robyn Elliott.
Also present: Director Joel Meador, Assistant Director Angel Killough, Baird Financial Advisor Mark Rawlings, KDLA Regional Consultant Chris Bischoff (virtual).

Liz Schweizer called the meeting to order at 4:35 p.m.

Oath of Office

Robyn Elliott, newly appointed trustee for the City of Madisonville, took the oath of office.

Approval of Agenda

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

Approval of Previous Minutes

Not having access to a copy of meeting minutes from February 18, March 3, March 18, June 17, June 25, August 19, or October 21, approval of these minutes was tabled.

Treasurer's Report

Allen recommended the report and bills be filed for audit.

Communication

Joel Meador and Angel Killough submitted department reports for the board's review.

Building and Grounds

Joel reported that several previously discussed minor repairs had been completed at the main branch, including the holes on the back of the building and the water damage around the staff entry/exit door. The repair of the gutters and roof caps is scheduled for this week. Other projects are currently on hold due to contractors' schedules.

Old Business

Mark Rawlings from Baird Financial spoke with the board about why and how to designate operational, emergency, and capital reserves for the Madisonville and Dawson Springs branches. He outlined several approaches libraries use to fund capital projects.

Angel reported that the access cover on the boiler room stairwell at the Dawson Springs branch has been replaced. She has contacted a plumber about scoping the drain lines and installing a sump pump in the boiler room. Chris Bischoff participated in a discussion with the board about options for approaching the challenges of the Dawson Springs branch and recommended beginning to interview architects.

A seat for a Hopkins County representative on the board of trustees remains vacant.

New Business

Joel presented information about the American Rescue Plan Act (ARPA) Grant and shared his findings in researching companies that sell RFID systems. Envisionware submitted the lower of the two quotes received after contacting multiple companies, and he used their quote to submit an American Rescue Plan Act (ARPA) Grant application to KDLA. The application will go next to Institute for Museums and Libraries (IMLS). Allen moved that the grant be pursued as presented to be used toward the cost of installing an RFID system. Robyn seconded. Motion carried.

Adjournment

Robyn moved to adjourn at 5:40 pm. Allen seconded. Motion carried.

President

Treasurer