

## **Hopkins County-Madisonville Public Library Board of Trustees Meeting Minutes for Regular Meeting, April 17, 2022**

### Roll Call

The Hopkins County-Madisonville Public Library Board of Trustees held its regular meeting on April 17, 2022. The meeting was held via zoom teleconferencing system with members attending in person. A quorum was established with the presence of President Liz Schweizer, Treasurer Allen Davis, and Secretary Robyn Elliott. Also present were Director Joel Meador, Assistant Director Angel Killough, Shanna Turner, and Sharon Gibbs.

### Approval of Agenda

Liz called the meeting to order at 4:32p.m. Allen Davis moved to approve the agenda with flexibility. Robyn Elliott seconded. Motion carried.

### Approval of Previous Minutes

Liz asked for any corrections to the minutes of the March 17, 2022 meeting. There were a few changes made to minutes including missing members not listed on roll call and implementation of RFID program. Allen moved to accept the minutes with approved changes. Liz seconded. Motion carried.

### Treasurer's Report

Liz asked if there were any questions about the financial statements as submitted. There being none, the report (and bills) were filed for audit.

### Communication

Joel confirmed he did submit the budget request to the city and county. He was not required to present to the county and believes that was a mistake on their part initially. Joel also mentioned the Record Revival collection and it was slated to release May 3rd. The silent auction at the mall was discussed and the estimate of proceeds at that time was roughly \$10k. Joel discussed the new quote from Envisionware to consolidate services with one company and save money by approaching updates at the same time. Robyn made a motion to revoke approval of previous quote for \$5,469.70 (US-69590) and approve new quote \$8,110.70. Allen seconded. Motion carried. The board reviewed the Mobile hotspot and laptop lending policies presented by Angel. No edits were made and Robyn made a motion to approve both policies. Allen seconded. Motion carried. The equipment is not ready to be dispatch but staff will discuss in meeting to figure out ETA. Angel still needs to purchase cases for hotspots and software needs to be installed on laptops. The meeting touched on the reserve fund policy with Baird. The board is still considering. Trustee nominations were discussed. Liz was to speak with Misty Hunt regarding her interest in serving on the board after the meeting.

Building & Grounds

Angel spoke to the board regarding updates on progress at the Dawson Springs branch. Don is to begin laying carpet. He continues to make progress on the branch. Bob Whitlock (and crew) are to begin dismantling stacks so Don can continue removing/laying carpet. Mohawk delivered carpet but there is not enough carpet to do the entire front area. Angel has contacted them to see about a discount to purchase remaining carpet to match what was donated. Patcraft has been contacted regarding Barrett room and they will be donating enough to do the entire room. Angel has been unloading stacks on the empty carts provided by Bill. Don also replaced the outlets. Joel had still not heard back (nor contacted) from Monica Sumner and he is still awaiting options.

Adjournment

Allen moved to adjourn, and Robyn seconded. Motion carried. Meeting adjourned at 5:14pm.

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President

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Treasurer