

Hopkins County-Madisonville Public Library Board of Trustees Meeting Minutes for Regular Meeting, August 18, 2022

Roll Call

The Hopkins County-Madisonville Public Library Board of Trustees held its regular meeting on August 18, 2022. The meeting was held at the main branch at 425 E Center St. A quorum was established with the presence of President Liz Schweizer, Secretary Robyn Elliott, Treasurer Allen Davis, and member Fred Kidd. Also present were Director Joel Meador, Assistant Director Angel Killough, Sharon Gibbs, and Shanna Turner.

Approval of Agenda

Liz Schweizer called the meeting to order at 4:37 p.m. Allen Davis moved to approve the agenda with flexibility. Fred Kidd seconded. Motion carried.

Approval of Previous Minutes

Liz asked for any corrections to the minutes of the October 21, 2021 regular meeting. There being none, Allen moved to accept the minutes as presented. Fred seconded. Motion carried. Liz asked for any corrections to the minutes of the July 14, 2022 special meeting. There being none, Liz moved to accept the minutes as presented. Fred seconded. Motion carried. Liz asked for any corrections to the minutes of the July 28, 2022 special meeting. With one correction, Allen moved to accept the minutes as presented. Fred seconded. Motion carried. Approval of minutes from the July 21, 2022 regular meeting was tabled.

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

Sharon Gibbs shared her plans for the next library fundraiser: a soup and chili lunch to be held at the main branch on Monday, October 31. Shanna Turner told the board that, with assistance from the circulation desk staff and the Dawson Springs staff, the conversion to the RFID system is going well and that when the collections at the main branch are completed, the equipment would be moved to Dawson Springs to carry out the process there.

Joel Meador updated the board on the annual audit which is currently underway.

Angel Killough reported that she was working on the annual report and intended to have it completed and submitted before October 1.

Buildings and Grounds

Angel presented an estimate from H&M Commercial Roofing for sealing a vulnerable portion of the exterior wall of the Dawson Springs Branch against water. The board affirmed Angel in scheduling that maintenance item as soon as possible.

Angel shared a complete update on the Dawson Springs Branch. Don Rogers is working on finishing touches in the collections side of the building, with work still to do in the Katherine Barnett Room. Knights Technology is scheduled to set up computer lab and Bob Whitlock is scheduled to pick up book

carts within the next week. Angel is prepared to announce that the branch will be ready to reopen on Thursday, September 1.

The board held a brief discussion about the history of the branch building. Allen reminded the board of a historic revitalization grant for which the library may be eligible; applications open October 1. Fred asked if the library had pursued other state or federal grants to assist with building cost in the past, and the board held a brief discussion about the ongoing needs of the branch building.

Old Business

Liz shared that a letter of recommendation for a prospective Dawson Springs representative had been drafted and would be delivered to the Dawson Springs City Council within the week.

Discussion of developing a reserve fund policy was tabled until the September regular meeting.

Angel reported that a solicitation for bids to repair the Dawson Springs branch roof had run in the newspaper on August 11 and August 18. Sealed bids are required to be turned in to the Dawson Springs branch by 11:00 a.m. on Monday, August 22, at which time they will be opened at a special called meeting.

Citizens' Participation

Rebecca Solomon had submitted a letter to the board outlining the necessity of the Dawson Springs branch and urging the board to get the branch open as soon as possible.

Next Meeting

The next board meeting is a special called meeting on Monday, August 22, at 11:00 a.m. at the Dawson Springs Branch.

Adjournment

Fred moved to adjourn, and Allen seconded. Motion carried. Meeting adjourned at 5:40 p.m.

President

Secretary