

Hopkins County-Madisonville Public Library Board of Trustees Meeting Minutes for Regular Meeting, March 16, 2023

Roll Call

The Hopkins County-Madisonville Public Library Board of Trustees held its regular meeting on March 16, 2023. A quorum was established with the presence of President Liz Schweizer, Treasurer Allen Davis, and Secretary Robyn Elliott. Director Joel Meador and Assistant Director Angel Killough were also present.

Approval of Agenda

Liz called the meeting to order at 4:30p.m. Allen moved to approve the agenda with flexibility. Fred seconded. Motion carried.

Approval of Previous Minutes

Minutes were tabled for the next meeting.

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. Allen moved to file the bills for audit and Fred seconded. Motion carried.

Communication

The board tabled the late fines/fine-free discussion until the budget is approved.

New Business

Joel reminded Allen that his term is up 2/3/23 and according to library bylaws he will need to sit off board for a bit before rejoining. He also reminded the board members they are allowed 3 absent passes per year.

Joel mentioned the need for the board to review the bylaws this year and update. They have not been reviewed by the board since 2017. They were reviewed by the library lawyer last year and minor changes were suggested at that time.

The board reviewed and approved various policies as outlined below:

- Income Policy - Fred moved to approve with one change and Allen seconded. Motion carried.
- Safes Policy - Robyn moved to approve as presented and Fred seconded. Motion carried.
- Disbursements Policy - Fred moved to as presented and Allen seconded. Motion carried.
- Bank Statements & Reconciliation Reports Policy - Fred moved to approve with one change and Allen seconded. Motion carried.

Joel included the Book Asset Detail Report in the board packet for review. Nothing for the board to do now but to make the board aware they are reviewing and updating the asset list.

Joel requested permission from the board to close early for the murder mystery program. He requested closure at 4:30pm. Fred moved to approve early closure and Allen seconded. Motion carried.

Joel also mentioned money that he had been made aware of that has been bequeathed to the library from Edward Jones & Midland National. There are forms to be completed and Liz will need to sign.

Joel also mentioned the desire to relocate the Mahr accounts from Owensboro US Bank to Baird. This would keep the money locally and keep everything together under one advisor.

Angel updated the board on the open position she is still trying to fill. She has completed 5 interviews and plans to call one tomorrow to offer the job. Angel spoke with the administrator over the nursing home and explained the issues patrons are having with parking. The administrator plans to speak with staff and reiterate where they need to be parking. They agreed on a certain section of the parking lot in the back to be available for nursing home staff.

Angel also mentioned she had contacted Scotty's about the parking lot but she had not heard back from him. Roofing company have installed the boards and ply but are waiting on more supplies to finish the job. Wall has not been sealed yet either. Angel plans to call and ask that they expedite the wall repair before further damage can occur.

Adjournment

Allen moved to adjourn, and Fred seconded.. Motion carried. Meeting adjourned at 5:28pm.