

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

September 16, 2020

5:00 p.m.

Present: President Gerald Wuetcher, Vice President Bill Shanks, Treasurer Patrick Hall, Member Jennifer Sullivan, Member Annie Denton, Maurice Bakke (Friends of the Library Representative to the Board), Karen Kasacavage (Director), John Crawford (Assistant Director), Stacy Thurman (Midway Branch Manager)

Absent: Susan Buffin (Woodford County Historical Society Representative to the Board)

Guest: Tom Smith, Sherman-Carter-Barnhart Architects

CALL TO ORDER

President Gerald Wuetcher called the meeting to order at 5:00 p.m.

GUEST – TOM SMITH

Tom Smith reviewed the proposed layout for the building. He also discussed some first steps, including the removal of hazardous material and having the plans reviewed by the Woodford County Board of Architectural Review. Mr. Smith has submitted the plans to the Board of Architectural Review. The Board, however, has not met since March. Though Mr. Smith hopes the Board will review the plans soon, he is concerned this might stall progress on the Library expansion.

APPROVAL OF AUGUST MINUTES

President Wuetcher submitted a draft of the minutes from the meeting on August 19, 2020. Bill Shanks made a motion to approve the minutes as submitted. Annie Denton seconded the motion. The Board approved the motion by a vote of 5-0.

FINANCIAL REPORT

Karen reports that the budget is on target. Karen also noted that the Library has approximately a six-month reserve in savings to cover operating expenses, if there should be a delay in the collection of tax revenue due to the COVID-19 pandemic.

Patrick Hall made a motion to accept the financial report and approve the payment vouchers. Jennifer Sullivan seconded the motion. The Board approved the motion by a vote of 5-0.

FRIENDS OF THE LIBRARY REPORT

Maurice Bakke reports that the Friends currently have a balance of \$6,548.45 in their checking account. The Friends met in September and have decided to set aside \$4,500 in reserve since they have not been able to raise money effectively during the pandemic.

WOODFORD COUNTY HISTORICAL SOCIETY REPORT

Susan Buffin was unable to attend the meeting. There is no report this month.

VERSAILLES REPORT

Stacy Thurman and John Crawford have been working on the State Report. While most of it is very similar to previous years, it also has been affected by the pandemic. There is a section specifically on COVID-19 to indicate how our services have been affected by the pandemic.

The Library continues to do many virtual programs. Youth Service Librarians Becky Munoz and Megan Hussmann continue to do several programs a week for kids and teens, respectively. John especially wanted to highlight Emily Saderholm's and Nancy Blackford's work to create and sustain a Black Author Book Club that meets on the fourth Monday of every month. Previous works discussed include *The Color of Compromise* by Jemar Tisby and *How to be an Anti-Racist* by Ibrim X. Kendi. This month's selection is *Walking with the Wind* by John Lewis. The selection for October is *Caste* by Isabel Wilkerson.

MIDWAY REPORT

Woodford County Clerk Sandy Jones has asked that a ballot box be placed at the Midway Branch for voters to drop-off ballots.

Annie Denton made a motion to allow the Woodford County Clerk to place a secure ballot box at the Midway Branch for residents to cast their ballots in the 2020 election. Patrick Hall seconded the motion. The Board approved the motion by a vote of 5-0.

DIRECTOR'S REPORT

A. Library Expansion – update

See discussion and action taken in section labeled GUEST – TOM SMITH.

Karen shared projections provided by Louis Ragusa of Compass Municipal Advisors that estimate what the Library's annual principal and interest payment would be based on borrowing \$2.7 million dollars and a 20, 25, or 30 year term on the bond. Karen and the Board seemed most comfortable with a 25-year bond that would result in an annual principal and interest payment of approximately \$150,000.

Karen will invite Mr. Ragusa to the meeting in October to present a plan and timeline to complete the bond issuance.

B. Kentucky Public Library Association – dues

Karen asked the Board to consider renewing the Library's annual institutional membership to the Kentucky Public Library Association (KPLA) for a fee of \$500. KPLA uses these funds to advocate on behalf of public libraries.

Jennifer Sullivan made a motion to approve the payment of \$500 to renew the Library's membership to KPLA. Annie Denton seconded the motion. The Board approved the motion by a vote of 5-0.

C. Ballot box – Midway Branch

See action taken in section labeled MIDWAY REPORT.

D. Tax Hearing and Special Board Meeting – September 22, 2020

The Board of Trustees will have a tax hearing on September 22, 2020 at 4:00 p.m.

Individuals who would like to comment on the tax rate will have the opportunity to do so in-person or via Zoom. The meeting will also be broadcast live on the Library's YouTube channel.

A special board meeting will be held immediately following the tax hearing at 4:30 p.m. on September 22, 2020 for the Library to approve and certify the tax rates for the 2020-2021 fiscal year.

E. Trustee appointment – update

Judge-Executive James Kay took no action to fill the vacancy on the Woodford County Library District Board.

President Wuetcher will draft a letter stating the Board's position that Ms. Denton should retain her position on the Board absent a formal appointment by the Judge-Executive within 60 days of his receiving the two nominations approved by the Kentucky Department for Libraries and Archives.

NEW BUSINESS

Karen shared a quote from Libsynergy to purchase a new server at a cost of \$5,660.21. Karen and John will obtain a second quote.

Bill Shanks moved to authorize the Library Director to purchase a new server at a cost not to exceed \$5,660.21. Jennifer Sullivan seconded the motion. The Board approved the motion by a vote of 5-0.

Karen shared a draft of a proposed memorandum of agreement to submit to the owners of the property adjacent to the Library expansion. The memorandum seeks to grant the Library a temporary easement to use a designated section of the adjacent property to facilitate the construction necessary for the Library expansion.

Patrick Hall made a motion to authorize the Library Director to consult with owners/occupants of the adjacent property about the temporary easement for construction. Annie Denton seconded the motion. The Board approved the motion by a vote of 5-0.

ADJOURN

Bill Shanks made a motion to adjourn the meeting. Annie Denton seconded the motion. The Board approved the motion to adjourn by a vote of 5-0. The meeting adjourned at 6:21 p.m.

ATTEST:

President

Secretary

Date: _____