

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

January 17, 2018

5:00 p.m.

Present: President Gerald Wuetcher, Vice-President Camille Allen, Treasurer Don Smith, Secretary Linda Minch, Bill Shanks, Karen Kasacavage (Director), John Crawford (Assistant Director), M.J. Bakke- Friends of the Woodford County Library

CALL TO ORDER

President Gerald Wuetcher called the meeting to order at 5:09 p.m.

APPROVAL OF DECEMBER MINUTES

President Gerald Wuetcher submitted a draft of the minutes from the meeting held on December 20, 2017 for consideration. Linda Minch requested the heading "Approval of September Minutes" on page one be corrected to read "Approval of November Minutes". Bill Shanks made a motion to approve the minutes as corrected. Linda Minch seconded the motion. The motion was approved unanimously.

FINANCIAL REPORT

The annual budget remains on target.

Linda Minch made a motion to accept the financial report and approve the payment vouchers. Bill Shanks seconded the motion. The motion was approved unanimously.

REGIONAL LIBRARIAN'S REPORT

Karen reported that Marsha Griffith is our new Regional Librarian. The board had a brief discussion about how library board members are appointed.

This month's Trustee Tip from the Kentucky Department for Libraries and Archives (KDLA) features a chart outlining the clearly defined roles and responsibilities of the Trustees and the Director.

FRIENDS OF THE LIBRARY REPORT

Mr. Bakke reported that the Friends are doing well and have a balance of \$9,247.22 in their checking account. He reported that the Woodford County Library Friends have gotten some good ideas from other Friends groups they met while attending the statewide Friends meeting. The Friends are looking for a new location for the Autumn Tea. Mr. Bakke mentioned Castle and Key Distillery and Troy Presbyterian Church as possible new venues. He also reported the following: the Friends Christmas Open House was well attended, the Friends will provide staff lunches on the President's Day staff in-service, and the Big Blue Blocks have been very popular, the Friends have 55 dues paying members, also the Friends are collecting funds through the Kroger card program and Amazon Smile. Mr. Wuetcher asked about reimbursement from the Friends of Kentucky Libraries for obtaining their 501c3 designation. The board commended the Friends on doing a great job.

DIRECTOR'S REPORT

A. Parking Lot

Ann Miller has contacted Malcolm Endicott to review the survey of the rear parking lot of the library. The board expressed an interest in obtaining usage statistics for the parking lot.

B. Worker's Compensation Insurance

Bill Holton from Assured Partners Insurance is going to check into possibly changing our carrier.

C. Downtown Pavilion Meeting

Karen reported that there is a meeting scheduled on January 18, 2018 at 4:00 pm. The meeting will be held at the Versailles Police station. Mr. Wuetcher updated the board on the progress of the project. The board discussed concerns related to possible parking issues that may negatively impact the library.

D. Auditors

Craft & Noble will present the FY2016-17 audit at the board meeting on February 21, 2018.

E. The Woodford County Library District has received a Civil Summons from the Woodford Circuit Court dated January 12, 2018.

UNFINISHED BUSINESS

The board reviewed the final revisions made to the Director Evaluation. Linda Minch made a motion to approve the document with the changes. Camille Allen seconded the motion. The motion was approved unanimously.

ADJOURN

Linda Minch made a motion to adjourn the meeting. Bill Shanks seconded the motion. The motion was approved unanimously and the meeting was adjourned at 6:06 p.m.

ATTEST:

Secretary

Date: _____