

## WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

March 21, 2018

5:00 p.m.

Present: President Gerald Wuetcher, Vice-President Camille Allen, Treasurer Don Smith, Member Bill Shanks, Karen Kasacavage (Director), John Crawford (Assistant Director)

### CALL TO ORDER

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

### APPROVAL OF FEBRUARY MINUTES

President Gerald Wuetcher submitted a draft of the February minutes for consideration. Camille Allen made a motion to approve the minutes as presented. Bill Shanks seconded the motion. The Board approved the motion unanimously.

### FINANCIAL REPORT

A Certificate of Deposit (CD) from Citizens Commerce Bank matured on February 28, 2018. The funds from that CD and an additional \$50,000 from savings were placed into a 1-year CD at Citizens Commerce Bank that will earn a rate of return of 1.75%.

Bill Shanks made a motion to accept the financial report and approve the payment vouchers. Camille Allen seconded the motion. The Board approved the motion unanimously.

### REGIONAL LIBRARIAN'S REPORT

This month's report from the Kentucky Department for Libraries and Archives (KDLA) notes that the Kentucky Public Library Association (KPLA) will hold its annual conference on April 11-13 in Bowling Green, Kentucky. Karen Kasacavage and Youth Services Librarian Bookie Wilson plan to attend. Any trustee wishing to attend can contact Karen to make arrangements.

### FRIENDS OF THE LIBRARY REPORT

The Friends met on March 14, 2018. The Friends will sponsor a Lady Bug giveaway at the Main Library on Saturday, April 14, 2018. The Friends will also have an expanded Spring Book Sale in April.

The application deadline for the Carla R. Dills Memorial Scholarship is April 9, 2018.

### DIRECTOR'S REPORT

#### A. Letters of interest – board positions

The Board received four letters of interest regarding the two board positions to be filled. Interviews will be held with each candidate on Tuesday, March 27.

B. Acceptance of audit – FY 16-17

The Board tabled consideration of the audit to allow Member Bill Shanks, who was absent from the February meeting, the opportunity to review the report.

C. Proposed budget – FY 18-19

The Board reviewed a draft of the budget for fiscal year 2018-2019. Karen plans to present a second draft of the budget at the meeting in April.

**UNFINISHED BUSINESS**

There were further discussions about how plans to renovate Big Spring Park and the commercial development of the property formerly by Versailles Methodist Church might affect library patrons' access to convenient parking.

Karen contacted a firm about placing a traffic counter in the parking lot to determine how much the library parking lot is used. They informed her a mechanical device would not work in the back parking lot. However, they could be contracted to manually count cars at a rate of \$750 per day. Karen and the Board declined this offer.

**NEW BUSINESS**

A patron fell inside the library and collided with one of the DVD shelf ends on March 15, 2018. Staff contacted 9-1-1, and emergency personnel took her to University of Kentucky Hospital by ambulance.

Bookie Wilson has been nominated for KPLA's Margaret F. Willis Outstanding Community Library Service Award. The winner of the award will be announced on April 12, 2018 at a luncheon during the KPLA Conference.

**ADJOURN**

Bill Shanks moved to adjourn the meeting. Don Smith seconded the motion. The Board approved the motion unanimously. The meeting adjourned at 6:00 p.m.

**ATTEST:**

\_\_\_\_\_

**Secretary**

**Date:** \_\_\_\_\_