

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

April 18, 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)

Guest: Mary Ann Gill

CALL TO ORDER

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

APPROVAL OF MINUTES

President Gerald Wuetcher submitted for consideration the drafts of the minutes from the regular board meeting on March 21 and the special meeting on March 27. Bill Shanks made a motion to approve the minutes from the regular meeting and the special meeting as submitted. Camille Allen seconded the motion. The Board approved the motion by a vote of 3-0.

FINANCIAL REPORT

Karen expects that the Library will be at or just under budget at the close of the fiscal year.

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

REGIONAL LIBRARIAN'S REPORT

The Library must submit its Uniform Financial Information Report (UFIR) electronically to the Department for Local Government (DLG) by May 1, 2018.

FRIENDS OF THE LIBRARY REPORT

The Friends met on April 11, 2018 to review the applications for the Carla R. Dills Memorial Scholarship. The two recipients of the \$1,000 scholarships have not yet been announced.

The Friends held its Lady Bug giveaway at the Main Library on Saturday, April 14.

DIRECTOR'S REPORT

A. Acceptance of audit – FY 16-17

Bill Shanks made a motion to accept the audit report. Don Smith seconded the motion. The motion passed unanimously.

B. Proposed budget – FY 18-19

Karen presented a draft of the budget for fiscal year 2018-2019. The proposed budget projects a slight decrease in revenue of 0.16%. The budget allocates funds to add a full-time youth services librarian who will focus on teen services and programs.

Bill Shanks made a motion to approve the budget. Don Smith seconded the motion. The motion was approved unanimously.

UNFINISHED BUSINESS

The Board reviewed various insurance proposals put together by Bill Holton. He solicited quotes for workers compensation insurance from the library's current insurance provider, Auto-Owners Insurance, and The Hartford. Karen recommended that the Board accept the less expensive quote from The Hartford.

The Board also reviewed auto insurance policies from Auto-Owners Insurance and Westfield Insurance. The Board is inclined to accept the quote from Westfield Insurance, which is less expensive, but they asked Karen to research the company to ensure that it has a good reputation and is in good standing as an insurance provider.

Karen will also see if the insurance cycles can be moved to a July 1 to June 30 cycle.

Bill Shanks made a motion to obtain workers compensation insurance from The Hartford. Camille Allen seconded the motion. The motion was approved unanimously.

NEW BUSINESS

Bookie Wilson was awarded the Kentucky Public Library Association's (KPLA) Margaret F. Willis Outstanding Community Library Service Award on April 12, 2018 at a luncheon during the KPLA Conference.

Karen reports that the Library's Kindercard program was a huge success. It is estimated that 40% of kindergartners in Woodford County received library cards through this initiative.

Camille Allen was recognized for her work on the Board. She is resigning her position because she and her family are relocating to northern Kentucky.

ADJOURN

Don Smith moved to adjourn the meeting. Camille Allen seconded the motion. The Board approved the motion unanimously. The meeting adjourned at 5:53 p.m.

**ATTEST:**

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**Secretary**

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