

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

November 15, 2017

5:00 p.m.

Present: President Gerald Wuetcher, Vice-President Camille Allen, Treasurer Don Smith, Secretary Linda Minch, 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 OCTOBER MINUTES

President Gerald Wuetcher submitted a draft of the October minutes for consideration. President Wuetcher suggested that the motion made regarding the proposal from Art's Electric discussed in the Director's Report be revised to read: "Linda Minch moved to authorize the Director to accept the proposal from Art's Electric unless the second the quote from Randy Walker Electrical and Communications resulted in a significantly lower cost." Don Smith made a motion to approve the minutes as revised. Linda Minch seconded the motion. The motion was approved unanimously.

FINANCIAL REPORT

Karen reports that the library has approximately \$102,000 remaining in its savings account before receiving the majority of its tax revenue for fiscal year 2017-18 later this month. She also notes that the library has Certificates of Deposit (CDs) that will mature in November and February. She suggested that \$50,000 from savings be added to each of the CDs when they are reinvested into new CDs.

Camille Allen made a motion to place \$50,000 from savings in the CD set to mature in November 2017 and \$50,000 from savings in the CD set to mature in February 2018. Bill Shanks seconded the motion. The Board approved the motion unanimously.

Karen will check with area banks to find the highest rate of return on the CDs. Karen will also investigate if a money market account would earn a better rate of return than the current savings account.

Camille Allen made a motion to accept the financial report and approve the payment vouchers. Don Smith seconded the motion. The motion was approved unanimously.

REGIONAL LIBRARIAN'S REPORT

The Regional Librarian position remains unfilled. Chris Bischoff continues to serve as the Regional Librarian for both Region 4 and Region 10.

The Kentucky Public Library Association conference will be held April 11-13 in Bowling Green, Kentucky. This year's theme will be "Growing Communities Through Helping Hands."

This month's trustee tip warns that any sort of Christmas bonus for library staff or board members would be unlawful.

FRIENDS OF THE LIBRARY REPORT

The Friends met on November 8, 2017. They reviewed this year's Autumn Tea and began the process of writing thank-you notes to the sponsor and those who made quilts for the silent auction.

DIRECTOR'S REPORT

- A. Woodford County Historical Society – update
Karen followed up with Susan Buffin. The Woodford County Historical Society Board of Directors would like to have an informal meeting with the Board in March or April.

- B. Exterior Lights – update
Karen contacted Randy Walker Electric, but they declined to submit a quote or proposal. After discussing the issue with architect Tom Smith, Karen will solicit quotes from Dixon Electric and Fayette Electric.

- C. Library Parking Lot/Formal Methodist Church
President Wuetcher and Karen attended a meeting to learn more about possible plans to develop what had formerly been the Versailles Methodist Church property and how those plans might affect the Library's parking lot.

- D. Big Blue Blocks – update
The Big Blue Blocks have arrived. The library will host an event in early December to publicize their arrival.

- E. Veterans Luncheon
The Library held a luncheon to honor veterans on November 10, 2017. Phillip Pittman spoke about the mission of Honor Flight Kentucky to fly World War II, Korean War, and Vietnam War veterans to Washington D. C. to view the war memorials at no cost to them. Thirty-nine people attended this very well received program.

UNFINISHED BUSINESS

The Board reviewed a draft of the job description and performance evaluation for the Director. The Board made no changes to the draft of the job description at this time. Numerous changes, however, were made to the performance evaluation. President Wuetcher will incorporate those revisions in a new draft. Board Members were encouraged to continue reviewing the evaluation and be prepared to discuss any additional changes that they might like to propose at the December meeting.

ADJOURN

Linda Minch moved to adjourn the meeting. Don Smith seconded the motion. The Board approved the motion unanimously. The meeting adjourned at 6:15 p.m.

ATTEST:

Secretary

Date: _____