

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

January 15, 2020

5:00 p.m.

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

Guest: Tom Smith, Sherman Carter Barnhart Architects

Jim Codell, Codell Construction

Mary Ann Gill

CALL TO ORDER

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

The Library received three sealed proposals on or before January 8, 2020 in response to its Request For Proposal (RFP) for a Construction Manager. President Wuetcher opened the three sealed proposals. Proposals were received from Churchill McGee LLC, Trace Creek Construction, and Codell Construction.

A Special Board Meeting will be held on January 24, 2020 at 5:30 p.m. to review and discuss the proposals.

BUILDING UPDATE – TOM SMITH

President Wuetcher invited Tom Smith to update the Board on the building project.

Mr. Smith showed and discussed an elevation of the building.

Patrick Hall made a motion to accept the current design as is and authorize the architect to present the elevation to the Board of Architectural Review. Jennifer Sullivan seconded the motion. The Board approved the motion by a vote of 5-0.

Mr. Smith will attend the Special Board Meeting on January 24, 2020, and summarize the proposals provided by the construction management firms.

APPROVAL OF DECEMBER MINUTES

President Wuetcher submitted a draft of the minutes from the regular meeting held on December 19, 2019. Bill Shanks moved to approve the minutes as presented. Jennifer Sullivan seconded the motion. The Board approved the motion by a vote of 5-0.

FINANCIAL REPORT

Karen reports that the budget is on target.

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

FRIENDS OF THE LIBRARY REPORT

The Friends currently have a bank balance of \$7951.43. Applications for the Carla Dills Memorial Scholarship are due on April 1, 2020. The Friends will select two recipients. Both will receive a \$1,000 scholarship.

The Friends also set aside \$1,000 to purchase jackets or vests with the Woodford County Library logo for library staff.

Members have been discussing possible small changes to the Quilt Show and Silent Auction, including an earlier deadline for quilts and displaying the quilts in downtown businesses ahead of the Tea in the Countryside event.

VERSAILLES REPORT

The Library's first Winter Reading Program for adults began on Monday, January 13 with an opening party and book swap. Staff have been handing out Bingo cards to those interested in participating. The Library will be participating in the National Day of Racial Healing. Sponsored by the Kellogg Foundation, it is held on the day after the Martin Luther King, Jr. Holiday and seeks to promote constructive community conversations about race/racial injustice that will foster a more just and equitable society. The Library's program will be held Tuesday, January 21. A light dinner will be served at 6:00 p.m. The keynote speaker will be UK Visiting Professor George Wright. Panelists will then share some of their experiences and discuss what racial healing means to them.

MIDWAY REPORT

The Library is having a "Book Face" contest. Patrons can submit pictures of themselves in which they replace their face with a book cover. Entries are then posted on the Library's Facebook page. Stacy Thurman shared some examples of some of the best Book Face entries submitted so far. The contest has three age categories: Under 13, 13-18, and Adult. The winner of each category will be determined by the entry with the most "likes" on the Library's Facebook page. Contests like these are a good way of generating activity on the Library's social media pages, which is another way the Library can promote its programs and services.

DIRECTOR'S REPORT

- A. Building Update – Tom Smith
See above for discussion led by Tom Smith

The Board reviewed the hazardous materials survey prepared by Alpha Omega.

Karen estimates that the equipment needed for the local history room will cost approximately \$16,000.

B. Financing options

The Board reviewed the answers to the follow-up questions submitted to KACo/Compass Municipal Advisors, LLC and First Kentucky Securities.

Patrick Hall made a motion to approve KACo/Compass Municipal Advisors, LLC as the fiscal agent for financing the Library expansion. Annie Denton seconded the motion. The Board approved the motion by a vote of 5-0.

C. Legislative Day – February 6, 2020

Annie Denton, Jennifer Sullivan, and Gerald Wuetcher expressed an interest in attending Library Legislative Day to meet with Senator Julian Carroll and Representative Joe Graviss.

NEW BUSINESS

Karen shared a proposal from Parks Landscape to provide grounds management services for the 2020 season. Karen will solicit a second quote and proceed with the better value.

President Wuetcher will summarize the costs and benefits of adopting and using the model procurement code at the next meeting.

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 6:25 p.m.

ATTEST:

President

Secretary

Date: _____