

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

November 16, 2016

5:00 p.m.

Present: President Gerald Wuetcher, Vice-President Camille Allen, Treasurer Don Smith, Secretary Linda Minch, Maurice Bakke (Friends Liaison to the Board), Karen Kasacavage (Director), John Crawford (Assistant Director)

Absent: Member Jennifer Embry

Guests: Kevin Way (Community Trust Bank) and Mary Ann Gill

GUESTS

Community Trust Bank is the second local bank to accept an invitation from the Board to propose possible investment options available to the library. Kevin Way indicated that Community Trust Bank could offer a 9-month certificate of deposit at a very competitive interest rate. The Board thanked Ms. Way for her proposal, and she excused herself from the meeting.

CALL TO ORDER

President Gerald Wuetcher called the meeting to order at 5:14 p.m.

APPROVAL OF MINUTES

President Gerald Wuetcher submitted the minutes from the meeting held on October 19, 2016 for approval. The minutes were corrected to note that one of the guests was a representative from the Woodford Youth Council - not Woodford Youth Counsel. Linda Minch moved that the minutes be approved as corrected. Camille Allen seconded the motion. The motion was approved unanimously.

FINANCIAL REPORT

The budget remains on target.

Karen distributed a worksheet summarizing how the library could implement a plan to pay off the KACO Leasing Trust balance of \$275,159. The plan suggests that the library apply the \$74,520 remaining in the current budget for debt service and transfer \$200,639 from savings to pay off the remaining balance. In so doing, the library will have paid off the leasing trust 13 years early and saved taxpayers over \$1 million in interest payments.

Camille Allen moved to authorize the Executive Director (Karen) to take all actions necessary to complete payment on the remaining balance of library's loan with KACO leasing trust on or before December 15, 2016. Linda Minch seconded the motion. The motion was approved unanimously.

Camille Allen made a motion to accept the financial report and approved the payment vouchers. Linda Minch seconded the motion. The motion was approved unanimously.

REGIONAL LIBRARIAN'S REPORT

Heather Dieffenbach submitted a written report. It notes that libraries can begin the E-rate competitive bidding process for 2017-18. Libraries receiving E-rate funding must comply with the Children's Internet Protection Act (CIPA). This month's trustee tip discusses what public libraries must do to comply with CIPA and the possible consequences for not doing so.

FRIENDS OF THE LIBRARY REPORT

Nicole LaPorte-Murray and Maurice Bakke attended an event in Frankfort hosted by the Friends of Kentucky Libraries.

The Friends currently have \$8,710.10. The Autumn Tea event raised approximately \$1,200 in ticket sales and \$1,400 from the Kentucky Farm Bureau sponsorship.

Gerald Wuetcher will continue to advise and assist the Friends in the process of becoming a 501 (c)(3) nonprofit organization.

The Friends hope to increase the diversity of its membership as they try to raise awareness about the library and its services more effectively within the community.

Don Smith offered a few suggestions about how the Autumn Tea event may raise more money and attract more people in the future. His suggestions included: provide a kettle where attendees might donate money; auction off bundles of used books organized by author or genre; ask local merchants to donate items for the silent auction; auction off any surplus cakes or pies; have a volunteer solicit more coverage from local media outlets and coordinate any social media marketing.

DIRECTOR'S REPORT

A. Science in Play 2 go - update

Karen and the Board reviewed the contract with the Kentucky Science Center. In light of some of its stipulations, Karen has made arrangements to purchase additional insurance coverage for approximately \$280. It is estimated that the library's total cost for hosting the exhibit will be approximately \$1,600.

Don Smith made a motion to authorize the Executive Director to execute the contract with the Kentucky Science Center. Linda Minch seconded the motion. The motion was approved unanimously.

B. Strategic Plan – update

The Board decided to table its review of the plan until next month. It was suggested that any questions about the plan be emailed to Karen and the other Trustees in advance of next month's meeting

C. Bookmobile Service – southern Woodford County

Karen distributed a map that summarizes how the Bookmobile currently serves southern Woodford County. The Bookmobile currently visits three households in Woodford Acres and four households on Delaney's Ferry twice a month. Stops are also made twice a month in Nonesuch and Troy.

UNFINISHED BUSINESS

Karen updated the Board regarding some ongoing problems with a few young adult patrons. The decision to turn off the wireless Internet when the library is closed and increased overnight patrols of the back parking lot by police seems to have reduced the incidents of loitering after hours. The police, however, were called to remove one disruptive young man. The police placed a no trespass order on him and he is currently not allowed to be in the library.

NEW BUSINESS

Lennon Michalski's art exhibit "How Penguins Save Television" currently featured in the gallery is based on his children's book of the same name. He asked to sell copies of this book at the Library's Holiday Open House. The Board denied this request.

The Kentucky Public Library Association (KPLA) conference will be April 19-21 in Lexington, Kentucky. Karen advised Board members to let her know if they wish to attend.

ADJOURN

Don Smith made a motion to adjourn the meeting. Linda Minch seconded the motion. The motion was approved unanimously and the meeting was adjourned at 6:08 p.m.