

MINUTES  
MEETING OF TRUSTEES  
PULASKI COUNTY PUBLIC LIBRARY  
October 10, 2022

**CALL TO ORDER**

A meeting of the Board of Trustees of the Pulaski County Public Library was called to order at 9:00 am pursuant to the notice sent to all Directors. The meeting was called to order by Adam Richardson, President.

**PRESENT**

Adam Richardson, President; Jerry Claunch, Vice President; Donna McFall, Treasurer; Lori Phelps, Member-at-Large; Charlotte Keeney, Library Director; and Jennifer Reynolds, HR Manager who recorded the minutes of the meeting.

**ABSENT**

Cindy Kerr, Secretary; Melissa Rueda, KDLA Consultant

**REVIEW OF THE AGENDA**

No additions needed

**APPROVAL OF THE MINUTES**

The minutes of the September meeting were approved with a motion to do so by Jerry Claunch, seconded by Donna McFall, and unanimously carried.

**TREASURER'S REPORT**

The Treasurer's report for September was tabled until next meeting.

**VOUCHER REVIEW**

Vouchers were presented by Director Charlotte Keeney. A motion to approve both petty cash and general fund vouchers was made by Lori Phelps, seconded by Jerry Claunch, and unanimously carried.

**OLD BUSINESS**

- Carnegie Building: The second appraisal still has not been submitted.
- Children's Garden: The hiring of a contractor for the Children's Garden has been put on hold. Bid packets will be available for pick-up and returned before next board meeting.

**NEW BUSINESS**

- Disposal of Surplus Materials (1,730):
  - i. Withdrawn items from the Library's collection: A motion was made to approve the withdrawal of these surplus materials by Jerry Claunch, seconded by Adam Richardson, and unanimously carried.
- Closing dates for Christmas and New Year's: The Library and all branches will close at 5p on Tuesday, December 6<sup>th</sup> for the Staff Christmas party and will be closed December 23<sup>rd</sup>- December 26<sup>th</sup> for Christmas and December 31<sup>st</sup> – January 2<sup>nd</sup> for New Year's, a motion was

made to approve these closings by Jerry Claunch, seconded by Lori Phelps, and unanimously carried.

## REPORTS

### Librarian's Report

- Director's Report – Report is attached.
- Circulation – (copy attached)

**KDLA Consultant Report** –Not present.

## ANNOUNCEMENTS

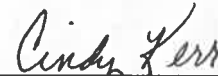
- The First PCPL Craft Fair will be Saturday, November 5th.
- The Donato's DPIL Fundraiser will be Thursday, November 3rd from 5-8p.
- The Hocus Pocus Program for Children's and Adult went well.

## ADJOURN

With no further business, the meeting was adjourned at 9:45 am with a motion by Lori Phelps, seconded by Donna McFall, and unanimously carried.

**NEXT MEETING Monday, November 14 at 9:00 a.m. at the Main Branch Library.**

Respectfully Submitted,



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Cindy Kerr, Secretary