

MINUTES
MEETING OF TRUSTEES
PULASKI COUNTY PUBLIC LIBRARY
August 14, 2023

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 Jerry Claunch, Vice President.

PRESENT

Adam Richardson, President; Jerry Claunch, Vice President; Donna McFall, Treasurer; Cindy Kerr, Secretary; Lori Phelps, Member-at-Large; Lyndon Turpin, Contracted Accountant; Charlotte Keeney, Director; and Nikki Vaught, Bookkeeper who recorded the minutes of the meeting.

ABSENT

REVIEW OF THE AGENDA

No additions needed

APPROVAL OF THE MINUTES

The minutes of the July meeting were approved with a motion to do so by Lori Phelps, seconded by Cindy Kerr, and unanimously carried.

TREASURER'S REPORT

The Treasurer's report for July was presented by Lyndon Turpin. A motion was made to accept the Treasurer's Report and it be filed for audit by Cindy Kerr, seconded by Donna McFall, and unanimously carried.

VOUCHER REVIEW

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

OLD BUSINESS

- Carnegie/Cooper Community Arts Center:
 - **Eviction Letter:** The eviction letter has been sent and received by the tenants of the Carnegie/Cooper. The tenants should be out of the building by September 30th.
 - **Lease Agreement:** A lease was drawn up by our lawyer between the Library the The International Paranormal Museum (Kyle Kadel). The lease will run from August 1, 2023 October 31, 2023 and rent will be \$550 per month. Per discussions, item number 3 will need to be removed as the utilities will be put in the Library's name until the building is sold; item number 8 will also need to be removed as the Library does not pay property taxes. Charlotte is also going to make sure that both parties legal names are included in the lease. A motion was made to approve the lease agreement with the listed changes by Cindy Kerr, seconded by Jerry Claunch, and unanimously carried.

- The Carnegie/Cooper had a small fire last week and the Fire Marshal will be doing an inspection on Monday, August 14th at 10:30a.

NEW BUSINESS

- Disposal of Surplus Materials
Withdrawn items from the Library's collection (1,459): A motion was made to approve the surplus materials by Jerry Claunch, seconded by Lori Phelps, and unanimously carried.
- Set Library tax rate for 2024: The Compensating rate has changed from 6.3% last year to 6.2% this year. A motion was made to accept the compensating tax rate by Lori Phelps, seconded by Donna McFall, and unanimously carried. (copies attached)
- Operational Policies to Approve:
 1. Interbranch Loan Policy
 2. Interlibrary Loan Policy
 3. Internet Policy
 4. Meeting Room Policy – Pulaski Co. Public Library
 5. Branch Library Meeting Room Policy
 6. Notary Policy
 7. Temporary Library Cards

A motion was made to approve these policies as presented by Jerry Claunch, seconded by Cindy Kerr, and unanimously carried.

REPORTS

Librarian's Report

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

KDLA Consultant Report – copy attached

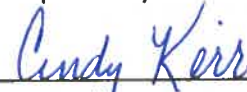
ANNOUNCEMENTS

ADJOURN

With no further business, the meeting was adjourned at 10:09 am with a motion by Jerry Claunch, seconded by Cindy Kerr, and unanimously carried.

NEXT MEETING Monday, September 11 at 9:00 a.m. at the Main Branch Library.

Respectfully Submitted,



Cindy Kerr, Secretary