

MINUTES
MEETING OF TRUSTEES
PULASKI COUNTY PUBLIC LIBRARY
February 12, 2024

CALL TO ORDER

A meeting of the Board of Trustees of the Pulaski County Public Library was called to order at 9:03 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; Cindy Kerr, Secretary; Donna McFall, Treasurer; Lori Phelps, Member-at-Large; Lyndon Turpin, Contracted Accountant; Charlotte Keeney, Director; and Nikki Vaught, Bookkeeper, who recorded the minutes of the meeting.

ABSENT

Jeff Gurnee, Regional Consultant to KDLA

REVIEW OF THE AGENDA

No additions needed

APPROVAL OF THE MINUTES

The minutes of the January meeting were approved, with a motion to do so by Jerry Claunch, seconded by Cindy Kerr, and unanimously carried.

TREASURER'S REPORT

The Treasurer's report for January 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 January 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.

BUSINESS

- Disposal of Surplus Materials:
Withdrawn items from the Library's collection (1,339): A motion was made to approve the surplus materials by Jerry Claunch, seconded by Cindy Kerr, and unanimously carried.
- Carnegie Building: Deco Architects met with Charlotte to go over features that the Board would like to preserve in the potential easement. They are drafting up a report and will send it to Charlotte when complete. Charlotte has sent in all required information to the Heritage Council and is waiting to hear back. The heat in the building is back in working order.

- **Library Director's Letter of Resignation:** Charlotte Keeney has submitted her resignation effective on August 1, 2024. She will stay on through December 31, 2024, pending hiring of a new Library Director. A motion was made to accept Charlotte's resignation by Cindy Kerr, seconded by Lori Phelps, and unanimously carried.
- **Awarding Roof Bid:** Received bids from JBK and Pearce Blackburn. A motion was made to award the job to Pearce Blackburn Roofing by Cindy Kerr, seconded by Jerry Claunch, and unanimously carried.
- **Library Director's Cell Phone:** Since Charlotte is retiring, she has asked the board to release her current cell phone number so that she can keep it after retirement. A motion was made to release Charlotte's cell phone number (606-305-5608) from the Library's AT&T account (acct. #:287017751551) to her and to pay her a stipend (until her retirement) to cover the monthly fee 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

Two board members will need to volunteer to serve on a committee to help find a new Library Director. Lori Phelps and Jerry Claunch have volunteered to serve on this committee.

ADJOURN

With no further business, the meeting was adjourned at 9:46am with a motion by Jerry Claunch, seconded by Donna McFall, and unanimously carried.

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

Respectfully Submitted,



Cindy Kerr, Secretary