

MINUTES
MEETING OF TRUSTEES
PULASKI COUNTY PUBLIC LIBRARY
February 13, 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 Adam Richardson, President.

PRESENT

Adam Richardson, President; Jerry Claunch, Vice President; Donna McFall, Treasurer; Lori Phelps, Member-at-Large; Lyndon Turpin, Contracted Accountant; Sam Waninger, Contracted Auditor; Mark Ranshaw, PC Magistrate; Charlotte Keeney, Library Director; and Nikki Vaught, Bookkeeper who recorded the minutes of the meeting.

ABSENT

Melissa Rueda, KDLA Consultant; Cindy Kerr, Secretary

REVIEW OF THE AGENDA

Add "Somernite's Cruise" under New Business

APPROVAL OF THE MINUTES

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

OLD BUSINESS

- Carnegie: The Library is going to advertise that the Carnegie building is for sale. Charlotte will find out what need to be included and draft up a listing for advertising.
- Science Hill Branch: The Science Hill Branch is still closed due to some building issues. There was a water leak around Christmas due to freezing pipes. Charlotte is working with the insurance company to get the necessary repairs made.

NEW BUSINESS

- Disposal of Surplus Materials (1,114):

1. Withdrawn items from the Library's collection: A motion was made to approve the withdrawal of these surplus materials by Lori Phelps, seconded by Donna McFall, and unanimously carried.
- Policies:
 1. Counties Agreement with other Libraries
 2. Credit Card Policy
 3. Customer Service PolicyA motion was made to approve the listed changes on the above policies by Jerry Claunch, seconded by Lori Phelps, and unanimously carried.
 - New Salary Scale: Charlotte presented a new pay scale, approved by the budget committee, for all employees. The new pay scale would begin with the next pay period starting on February 24. A motion was made to approve this new pay scale by Donna McFall, seconded by Jerry Claunch and unanimously carried. Charlotte also mentioned that it may be a good idea at the beginning of the new fiscal year to look at hiring a second part time employee at each branch for safety.
 - Somernite's Cruise: The hours for the Somernite's Cruise this year will be from Noon – 6p. Charlotte has suggested that the Library close on car show days as it will be difficult for staff and patrons to get to the Library on car show days. A motion was made to close the Library on car show Saturdays, April-October, by Lori Phelps, seconded by Jerry Claunch and unanimously carried.

REPORTS

Librarian's Report

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

KDLA Consultant Report –Not present.

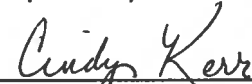
ANNOUNCEMENTS

ADJOURN

With no further business, the meeting was adjourned at 10:04 am with a motion by Jerry Claunch, seconded by Donna McFall, and unanimously carried.

NEXT MEETING Monday, March 13 at 9:00 a.m. at the Main Branch Library.

Respectfully Submitted,



Cindy Kerr, Secretary