

MINUTES
MEETING OF TRUSTEES
PULASKI COUNTY PUBLIC LIBRARY
July 10, 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; 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 June 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 June 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 June were presented by Director, Charlotte Keeney. A motion to approve both petty cash and general fund vouchers was made by Jerry Claunch, seconded by Cindy Kerr, and unanimously carried.

OLD BUSINESS

- No change on Carnegie Property: Charlotte has a meeting with the Library's attorney, John Pruitt, at 1p on July 10th to get the eviction process started.

NEW BUSINESS

- Disposal of Surplus Materials
Withdrawn items from the Library's collection (2,058): A motion was made to approve the surplus materials by Lori Phelps, seconded by Jerry Claunch, and unanimously carried.
- Audit with Craft, Waninger, & Noble for 2022-2023: A motion was made to approve Craft, Waninger & Noble to conduct the audit for 22-23 by Cindy Kerr, seconded by Lori Phelps, and unanimously carried.
- Operational Policies to Approve:

1. Employee Conduct Policy
2. Employee Unacceptable Conduct Policy
3. Equipment Inventory Control Policy
4. Fax Policy
5. Genealogy Policy

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

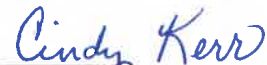
Jerry Claunch's term expires in April and he is eligible for renewal. Donna McFall's term expires in April and she will not be eligible for renewal. The board will have to choose 2 names for each position to be sent to KDLA for approval.

ADJOURN

With no further business, the meeting was adjourned at 9:39 am with a motion by Jerry Claunch, seconded by Cindy Kerr, and unanimously carried.

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

Respectfully Submitted,



Cindy Kerr, Secretary