

MINUTES
MEETING OF TRUSTEES
PULASKI COUNTY PUBLIC LIBRARY
October 11, 2021

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 Shirley Dick Wolf, President.

PRESENT

Shirley Dick Wolf, President; Jerry Claunch, Vice President; Donna McFall, Treasurer; Adam Richardson, Secretary; Charlotte Keeney, Library Director; Lyndon Turpin, contracted accountant; Jennifer Reynolds, HR Manager who recorded the minutes of the meeting.

ABSENT

Cindy Kerr, Member-at-Large; Melissa Boulton, KDLA Consultant

REVIEW OF THE AGENDA

No additions

PUBLIC COMMENT

Beth Wilson (Extension Office): spoke about upkeep of Children's Garden.

APPROVAL OF THE MINUTES

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

TREASURER'S REPORT

The Treasurer's report for September was presented by Lyndon Turpin. A motion was made to accept the Treasurer's Report and it be filed for audit by Jerry Claunch, seconded by Adam Richardson, and unanimously carried.

VOUCHER REVIEW

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

NEW BUSINESS

- Audit: the audit was presented by Sam Waninger of Craft, Waninger, Noble & Co.. The Library received a clean audit. A motion was made to accept the audit as presented by Donna McFall, seconded by Jerry Claunch, and unanimously carried.
- Custodian for accounts at BB&T (Truist): BB&T, now Truist, requires a custodian for their business accounts. A motion was made to make the custodian the current treasurer, Donna McFall. This motion was made by Adam Richardson, seconded by Jerry Claunch, and unanimously carried.
- Policies to approve

1. User Behavior – Rules of Behavior for Library Patrons
 2. Security Camera Policy
 3. Safe Child and Unattended Children Policy
 4. Volunteer Policy
 5. Pulaski Co. Public Library Board of Trustees Open Meeting Rules
 - A motion was made to accept the policies as presented by Jerry Claunch, seconded by Donna McFall, and unanimously carried.
- Closing for Thanksgiving and Christmas: The Library will be closed Thursday, November 25th and Friday, November 26th for the Thanksgiving holiday. Christmas and New Year's Years closing dates Friday December 24, Saturday December 25th and Monday December 27th for Christmas and Friday December 31, Saturday January 1, Monday January 3rd for New Years. Motion made by Donna McFall, 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

The Fall Garden Party will be Friday, October 29th from 5-6:30p

ADJOURN

With no further business, the meeting was adjourned at 10:05 am with a motion by Jerry Claunch, seconded by Adam Richardson, and unanimously carried.

NEXT MEETING Monday, November 8, 2021 at 9:00 a.m. at the Main Branch Library.

Respectfully Submitted,



Adam Richardson, Secretary