

MINUTES
MEETING OF TRUSTEES
PULASKI COUNTY PUBLIC LIBRARY
September 9, 2019

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.

The following trustees were present: Shirley Dick Wolf, Ray Tucker, Jr., Joseph Quinton and Donna McFall. Also in attendance was Library Director Charlotte Keeney, contracted accountant, Lyndon Turpin, Mark Ranshaw and Nikki Vaught, Bookkeeper who recorded the minutes of the meeting.

REVIEW OF THE AGENDA

No additions needed.

APPROVAL OF THE MINUTES

The minutes of the August meeting were approved with a motion to do so by Ray Tucker, Jr., seconded by Donna McFall, and unanimously carried.

TREASURER'S REPORT

The Treasurer's report for August was presented by Lyndon Turpin. A motion was made to accept the Treasurer's Report by Joseph Quinton, seconded by Ray Tucker, Jr., 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 Joseph Quinton, and unanimously carried.

OLD BUSINESS

- Teen Department Service Age Range and Limits Policy: A motion was made to accept the policy as presented by Joseph Quinton, seconded by Donna McFall, and unanimously carried. (copy attached)
- Security Guard (9-3-19): Jeremy Osman has been hired as the new security guard. He started last week (September, 3rd).
- Security Cameras: Modern Systems will begin installing the new system along with the new camera additions on Wednesday.

NEW BUSINESS

- Employee Handbook (Hours of Work and Pay Information [whole section]): A motion was made to accept this policy as presented by Joseph Quinton, seconded by Donna McFall, and unanimously carried. (copy attached)
- Close for Staff Training November 8: Charlotte has requested permission to close the library to conduct Active Shooter Training provided by the KY State Police on Friday, November 8th. A

motion was made to approve this closure by Ray Tucker, Jr., seconded by Donna McFall, and unanimously carried.

- **Add Advisory Board Member Molly Hardy:** Molly Hardy has expressed interest in becoming an advisory board member. She has taken over Jack Mandt's practice. A motion was made to add Molly Hardy to the Advisory Board by Ray Tucker, Jr., seconded by Joseph Quinton, and unanimously carried.
- **Board Member to replace Heidi Schultz Powers:** Heidi Schultz Powers board position needs to be filled. Charlotte suggested submitting Molly Hardy and Adam Richardson to replace Heidi's position. A motion was made to submit Molly Hardy and Adam Richardson for the board by Joseph Quinton, seconded by Ray Tucker, Jr., and unanimously carried.

REPORTS

Librarian's Report

- Director's Report – No questions regarding written report (copy attached)
- Circulation – (copy attached)

KDLA Consultant Report –Not present.

ANNOUNCEMENTS

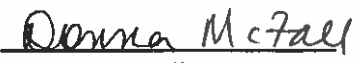
- Presley Adams has been hired as Children's Librarian.
- The Imagination Library auction is scheduled for October 22nd.

ADJOURN

With no further business, the meeting was adjourned at 9:27 am with a motion to do so by Ray Tucker, Jr., seconded by Donna McFall, and unanimously carried.

NEXT MEETING Monday, October 14, 2019 at 9:00 a.m. at the Main Branch Library.

Respectfully Submitted,


Donna McFall, Secretary