

# SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

**October 9, 2018**

The regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:00 pm by President, Dan Miller. Members present included Ken Wright, Jennifer Phillips, Becky Nelson, and Jeanne Biddle. Also attending were Patti Burnside, Director; Mandy Brooks, Recording Secretary; Kathy Vaughan-Lloyd, Assistant Director; Christie Robinson, President of the Friends of the Scott County Public Library; Michael Esham, Systems Administrator; Amanda Sanderson, Custodian; Andrea Johnston, Technology Assistant; Cameron Nixon, Technology Clerk; and Chris Bischoff, KDLA Regional Librarian who arrived at 5:50 pm.

**Public Comments:** None.

**Staff Introductions:** Patti introduced Amanda, Cameron, and Andrea to the Board. They are the newest additions to the Scot County Public Library Staff. The Board gave them a warm welcome.

**Staff Report:** Michael Esham introduced himself to the Board and explained what he does for the Library as the Systems Administrator. Michael also updated the Board on the current projects that the Technology Department is working on. After answering a few questions from the Board, Michael, Andrea, Cameron, and Amanda left the meeting at 5:20 pm.

**Friends:** Christie announced that the Friends awarded the Joe Manfredo scholarship to Julia Taylor and presented her with a check. Mrs. Taylor was very appreciative. The Big Blowout Booksale is coming up on October 20<sup>th</sup> and the preparation for the holiday auction is well underway. Christie left the meeting at 5:30 pm.

**Regional Librarian's Report:** Patti covered the monthly report from KDLA.

**Director's Report:** Patti covered items from her Director's report which included many building issues.

**MOTION** by Jennifer Phillips pay the doctor bill for the child of whose arm got caught in the front entry sliding door. Second by Ken Wright. Motion carried.

**MOTION** by Dan Miller to form an Insurance Committee comprised of himself and Jeanne Biddle. Second by Becky Nelson. Motion Carried.

Becky left the meeting at 5:55 pm.

**MOTION** by Jeanne Biddle to approve the regular monthly board meeting minutes. Second by Ken Wright. Motion carried.

**MOTION** by Ken Wright to approve the financial report. Second by Jeanne Biddle. Motion carried.

**Review of Director/Board Member Expenses:** None

**MOTION** by Jeanne Biddle to approve the voucher. Second by Jennifer Philips. Motion carried.

**Circulation Report:** Patti reported that the stats remain steady.

**New Business:** The Board looked over several policies.

**MOTION** by Jennifer Phillips to approve the Computer Lab Policy as corrected. Second by Ken Wright. Motion Carried.

**MOTION** by Ken Wright to approve the Exhibits Policy as corrected. Second by Jennifer Phillips. Motion Carried.

**MOTION** by Dan Miller to approve the Gifts & Memorial Policy as corrected. Second by Jeanne Biddle. Motion Carried.

**MOTION** by Dan Miller to approve the By-Laws as corrected. Second by Ken Wright. Motion Carried.

Meeting adjourned at 6:35 pm.

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Ken Wright, Secretary

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Mandy Brooks, Recording Secretary

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Date

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Date