

The Paul Sawyer Public Library Board of Trustees
Minutes of Regular Meeting of September 13, 2022

5:30 p.m.

In-person at 319 Wapping Street, Frankfort

1. Call to order and record attendance

Carolyn Lynch, president, called meeting to order at 5:30 p.m.

Attendees: Carolyn Lynch, Manoj Shanker, Jean Ruark (director), Maria Bartholomew, Mary Lynn Collins, Mark Overstreet, Patty Crittenden, Robert Kellerman, Connie Crowe (virtual)

2. Approval of Agenda

M. Shanker moved to approve, R. Kellerman seconded, motion passed unanimously.

3. Approval of minutes of 8-9-2022 Regular Board meeting

C. Lynch moved to approve with the addition of Stamper (Stacey's last name), M. Bartholomew seconded, motion passed unanimously.

4. Treasurer's Report

M. Shanker presented. Highlights included: M. Shanker, C. Lynch and J. Ruark attended the September 1st Fiscal Court meeting to present compensating rate information, July, August, and September spending numbers are high due to renewed subscriptions, \$250,000 transferred from Whitaker Bank to WesBanco to cover expenses. Nothing else was remarkable.

M. Collins made motion to accept the report as presented, C. Lynch seconded, motion passed unanimously.

5. Communications – none.

6. Director's Report

J. Ruark presented the report. Highlights included: Erinn Conness resigned as of September 23, 2022. J. Ruark will cover that position until a replacement has been found. Rob McCoy retiring as of October 28, 2022. Josh Hedden will replace Mr. McCoy. A replacement for Hedden's position will need to be posted. Vickie Greenwell may be leaving in the next year. J. Ruark will work with staff to celebrate Erinn's departure. J. Ruark recommended using KACo Insurance coverage for all staff members who may handle money. No motion needed.

Trustee Webinars are available for people needing or wanting certification.

7. Committee Reports

- * Budget – Did not meet

- * Building – Did not meet

- * Long Range - Did not meet

- * Policy/Personnel - Did not meet

- * Technology – M. Bartholomew (chair) presented. Highlights included: Replacement of the SAN was budgeted for \$50,000, but R. McCoy was able to secure it for \$46,000. Currently waiting for approval from the state and then a recommendation will be submitted to the Board. Due to COVID and supply chain issues youth machines and firewall replacement equipment are past due (five years vs eight years). As material becomes available, appropriate replacements will be made.

The Board salutes Mr. McCoy's retirement. He will be greatly missed. There is every confidence that J. Hedden will make a smooth transition.

8. New Business -

M. Shanker recommended changing RFD to fixed rate (after consultation with M. Overstreet). C. Lynch made motion to approve RFD 2021-2022, M. Collins seconded, motion passed unanimously.

9. Old Business -

R. Kellerman inquired about the status of the library's casualty insurance coverage. J. Ruark to follow-up and address at next meeting.

M. Collins noted there will be a Meet-and-Greet at the Library on Tuesday, October at 5:30 p.m. All, who can, are encouraged to attend.

Motion to adjourn was presented by C. Lynch, seconded by R. Kellerman. Meeting adjourned at 6:06 p.m.

Reminder:

- Next Board meeting: October 11, 2022, 5:30 p.m.

Respectfully submitted:

_____ Carolyn Lynch, president

_____ Maria Bartholomew, secretary