

**The Paul Sawyer Public Library Board of Trustees Minutes**

**Of Regular Meeting of October 11, 2022**

**5:30 p.m.**

**In-person at 319 Wapping Street, Frankfort**

**1. Call to order and record attendance**

Carolyn Lynch, president, called the meeting to order at 5:32 p.m.

Attendees: Cheryl Sandefur, Jean Ruark, Maria Bartholomew, Carolyn Lynch, Manoj Shankar, Robert Kellerman (V.), Mark Overstreet; Virtual attendees: Shane Hecker, Connie Crowe, Valorie Peduto.

**2. Approval of Agenda**

M. Shankar made the motion to approve the agenda, seconded by C. Lynch, motion passed unanimously.

**3. Approval of minutes of previous meeting**

M. Shankar made the motion to approve the minutes as submitted, M. Bartholomew seconded, motion passed unanimously.

**4. Treasurer's Report**

M. Shankar presented the Treasurer's report. Highlights included: total funds are up by \$42,000 representing a 37% increase over last year. This increase is the result of increased revenue from last year, overall spending is comparable to last year, but credit card spending is up by \$7,000 over last year due to increased energy costs. Property taxes are due to come sometime in November or December of this year. Big picture –budget is doing better than anticipated. R. Kellerman made the motion approving the Treasurer's report as submitted, M. Bartholomew seconded, motion passed unanimously.

**5. Communications/Public Comment – None**

**6. Director's Report**

J. Ruark presented the Director's report. Highlights included: As a result of a grant, J. Ruark was able to secure a string quartet from the Louisville Symphony to present a program Friday, November 4<sup>th</sup> at 11:00 a.m., congratulations to Dir. Ruark for receiving the KLA Award for Advocacy and will speak at the conference, M. Overstreet noted that it was beneficial to see Board meeting information on the web landing-page.

## **7. Committee Reports**

- a. Budget – did not meet, but did communicate by email
- b. Building- did not meet, communicated by email, will address VAV units under New Business
- c. Long Range – Did not meet
- d. Policy/Personnel - did meet and will discuss social media policy at the next meeting
- e. Technology – Did not meet

## **8. New Business**

J. Ruark reported the remaining 11 VAV units need an upgrade to match the efficiency of the other units in the building. Although this is not a new expense, the anticipated amount (\$12,500) exceeds the \$10,000 threshold and must be approved by the Board. R. Kellerman made the motion to approve the purchase of 11 new VAV units, C. Lynch seconded, motion passed unanimously.

Only one firm, Charles T. Mitchell (CTM), submitted a yearly audit bid. Their bid of \$10,000 remains the same as last year's. M. Shankar made the motion to approve the CTM bid, C. Lynch seconded, motion passed unanimously.

## **9. Old Business – None**

Motion to adjourn made by C. Lynch, Meeting was adjourned at 5:50 p.m.

**Respectfully submitted,**

\_\_\_\_\_, Carolyn Lynch, President

\_\_\_\_\_, Maria Bartholomew, Secretary