

The Paul Sawyer Public Library Board of Trustees
Regular Meeting Minutes of February 8, 2022
5:30 p.m.
In-person at 319 Wapping Street, Frankfort, KY

1. Call to order and record attendance

Cheryl Sandefur (president/chair), called the meeting to order at 5:32 p.m.
Welcome to new advisory board member Shane Hecker.

Attendees: Maria Bartholomew, Patty Crittenden, Connie Crowe, Shane Hecker, Robert Kellerman, Carolyn Lynch, Mary Lynn Collins, Cheryl Sandefur, Manoj Shanker, Jean Ruark (director)

Not Present: Mark Overstreet

2. Approval of agenda

M. Shanker, 2nd M. Bartholomew. Motion passed unanimously.

3. Approval of minutes of previous meeting

M. Collins, 2nd C. Sandefur. Motion passed unanimously.

4. Treasurer's report

Mr. Shanker presented the treasurer's report and any questions or discussion. C.Lynch motioned to accept the report and expenditures. 2nd M. Bartholomew. Motion passed unanimously.

5. Director's report

Jean reported that with the increase of the number of Covid cases and the inclement weather had significant impact on in-person visits in January, but only a slight impact on circulation of materials. The library is still trending at 65-70% of circulation from two years ago, with the exception of DVD's. In-person programs were canceled for January and February, due to the increase in Covid cases. If the decline in cases continues, in-person programs will resume in March.

The library is "Eggcited" by the new sculpture in front of the building entitled "Eggcited" by Minnesota artist Kimber Fiebiger. It will be on display through the fall of 2023.

The new website development has begun. Hopes are to launch the new site in August.

The catalog upgrade went very well, due in great part to the clean records in the catalog database.

Three staff members are going to Portland, OR in March for the Public Library Association's national conference at the end of the month. Jean will also be attending and presenting at the Kentucky Public Library Annual Conference in Bowling Green, March 15-17.

Jean is also working on an organizational chart of the library.

6. Committee reports

- **Budget** - no report
- **Building** - no report
- **Long Range** - no report
- **Policy/Personnel** - The policy and personnel committee met to review Jean's evaluation and to discuss special collections policy. Also noted that Julie Williams has been hired as the new circulation co-manager beginning Feb. 22, 2022.
- **Technology** - no report

7. New Business

No new business

8. Old Business

No old business

9. Adjournment

C. Lynch motioned to adjourn at 5:55 pm, 2nd by M. Shanker.

REMINDERS •

- **Next Board meeting: March 8, 2022, 5:30 PM**

Respectfully submitted,

_____, Carolyn Lynch, Secretary

_____, Cheryl Sandefur, President