

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING
THURSDAY, JULY 13, 2023**

CALL TO ORDER: 8:02 AM.

ROLL CALL: Present- Eric Hoey, Susie Thurman, Arlene Alexander, Tiffany Sights, and Nibby Priest. Also Present-Shannon Sandefur, Library Director; Tammy DeKemper, Finance/HR Manager; Chris Hopgood, Library Attorney; Dave Mitchell and Jody Giles from German American Wealth Advisory Group.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: JUNE 8, REGULAR MEETING: The June 2023 Board Meeting minutes were e-mailed to the Trustees before the meeting.

- Susie Thurman made a motion to accept the June 2023 Regular Meeting minutes. Second, Tiffany Sights. All aye.

PRESENTATION OF THE FINANCIAL REPORT: JUNE 2023: The Financial Report was e-mailed to the Trustees before the meeting. Tammy DeKemper presented the report.

- Nibby Priest made a motion to file the financial report for audit. Second, Arlene Alexander. All aye.

APPROVAL OF ITEMIZED EXPENDITURES: JUNE 2023: The Itemized Expenditures report was e-mailed to the Trustees before the meeting. Tammy DeKemper presented the report.

- Nibby Priest made a motion to accept the itemized expenditures. Second, Susie Thurman. All aye.

GERMAN AMERICAN WEALTH ADVISORY GROUP- ANNUAL UPDATE: Dave Mitchell and Jody Giles went over the market performance of the library's investment account over the last fiscal year.

BOARD BY-LAWS- 2nd READING- Change under Article 5, Section 3 statement added; the responsibilities of the Library Director shall include, but not be limited to, the following: the oversight and implementation of library personnel policies, including disciplinary practices and procedures up to and including termination of personnel.

- Susie Thurman made a motion to accept the 2nd reading of the Board By-Laws as written. Second, Arlene Alexander. All aye.

DIRECTOR'S REPORT/STATISTICAL REPORT-Shannon informed the Board of the various meetings that she had over the month. She also reviewed the statistical report pointing out that this covers the entire fiscal year, and most were up compared to last fiscal year.

9:13- Tiffany Sights exits the meeting

STRATEGIC PLAN REPORT: The report covers April – June 2023 plus fiscal year totals. She reviewed all four focus areas-Engagement-Programming-Communication and Experience. We will be updating the report with new goals to accomplish this fiscal year.

GENEALOGY HVAC UNIT- QUOTES: There are 3 quotes to replace the HVAC system in the genealogy department. Wayne's (Maintenance Mgr) recommendation is Woodard Cooling & Heating.

- a. Woodard Cooling & Heating- \$9453.10
 - b. Hager and Son- \$9250.00
 - c. Harrell-Fish Incorporated-\$13750.00
 - d. J.E. Shekell- \$11330.00
- Nibby Priest made a motion to accept the quote of Woodard Cooling & Heating for \$9453.10. Second, Susie Thurman. All aye.


REVIEW SMALL PURCHASE PROCEDURE: Shannon is wanting to bring this policy to the attention of the Board wanting to know if an item is in the budget do we need to have another approval if the item is over \$7000. She wants to be able to make decisions on purchases that are budgeted in the fiscal year without having a special called meeting. It was decided the Small Purchase Procedure will be amended to \$7000 - & \$40,000 and wording will be changed to unbudgeted items.

ADJOURNMENT: 9:42 AM

- Susie Thurman made a motion to adjourn. Second, Arlene Alexander. All aye.

The next regular meeting of the Board of Trustees is Thursday, August,10, 2023.

Minutes recorded by Tammy DeKemper.



President



Secretary



Director

The Henderson County Public Library provides access to information and opportunities to pursue lifelong learning, economic and cultural enrichment, and recreational enjoyment.