

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING
THURSDAY, AUGUST 10, 2023**

CALL TO ORDER: 8:02 AM.

ROLL CALL: Present- Arlene Alexander, Nibby Priest, Tiffany Sights, and Elizabeth Quick. Also Present-Shannon Sandefur, Library Director; Tammy DeKemper, Finance/HR Manager; Chris Hopgood, Library Attorney; and Keith Stallins, HCPL Technology Administrator. Absent- Eric Hoey,

PUBLIC COMMENT: None

APPROVAL OF MINUTES: JULY 13, REGULAR MEETING: The July 2023 Board Meeting minutes were e-mailed to the Trustees before the meeting.

- Arlene Alexander made a motion to accept the July 2023 Regular Meeting minutes. Second, Tiffany Sights. All aye.

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

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

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

- Tiffany Sights made a motion to accept the itemized expenditures. Second, Arlene Alexander. All aye.

SONITROL PRESENTATION- TOM DEMPEWOLF—Tom enters meeting at 8:08. He reviews the proposal that was given to the Board for the placement of panic buttons and security audio sensors and explained how their system operates. The installation of this system is \$14,552.05 plus and \$86 monthly fee.

- Arlene Alexander made a motion to accept the Addendum as presented by Sonitrol. Second, Elizabeth Quick. All aye.

8:50 a.m.-Tom Dempewolf and Keith Stallins exit the meeting.

DIRECTOR'S REPORT/STATISTICAL REPORT-Shannon informed the Board of the various meetings that she had over the month. She gave a copy of the strategic plan informing the board of what the goals were for this fiscal year. She reviewed the statistical report pointing out that is the first month of this fiscal year noting that the numbers were a little lower and will be working on increasing this.

TAX RATES: Shannon reviewed the tax rates.

- a. Real Property- 11.5%
 - Arlene Alexander made a motion to accept the tax as presented. Second, Elizabeth Quick. All aye.
- b. Personal Property- 14.03%
 - Elizabeth Quick made a motion to accept the tax as presented. Second, Tiffany Sights. All aye.
- c. Motor Vehicle & Water Craft- 2.3 %
 - Elizabeth Quick made a motion to accept the tax as presented. Second, Arlene Alexander. All aye.
- d. Air Craft- Exempt
 - Arlene Alexander made a motion to exempt Air Craft from tax. Second, Elizabeth Quick. All aye.
- e. In- Transit Inventory
 - Arlene Alexander made a motion to accept the tax on In-Transit Inventory. Second, Tiffany Sights. All aye.

SMALL PURCHASE POLICY: The policy was updated to increase the expenditure amount to \$40,000 from \$30,000 and added unbudgeted items clarification. The policy now only pertains to unbudgeted items \$7,000-40,000.

- Elizabeth Quick made a motion to accept the updated Small Purchase Policy as written. Second, Arlene Alexander. All aye.


LANDSCAPING DISCUSSION/GRASS TREATMENT QUOTES: Nibby and Arlene have walked around the building and noted that roses and the ornamental grasses need to be maintained, would like the grass to look lush, etc. The board decided to get 3 quotes to see about getting someone/company to take care of the grounds including mowing/trimming and landscaping options including snow removal. Another thing noticed was that the dumpster is over-flowing on Fridays. It was recommended to have the city pick up the trash 2 times a week to avoid this.

ADJOURNMENT: 9:25 AM

- Arlene Alexander made a motion to adjourn. Second, Elizabeth Quick. All aye.

The next regular meeting of the Board of Trustees is Thursday, September 14, 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.