

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING
THURSDAY, NOVEMBER 9, 2023**

CALL TO ORDER: 8:03 AM.

ROLL CALL: Present- Eric Hoey, Arlene Alexander, Tiffany Sights, Elizabeth Quick and Nibby Priest. Also Present-Shannon Sandefur, Library Director; Tammy DeKemper, FIN/HR Mgr.; Hunter Davis for Chris Hopgood, Library Attorney.

PUBLIC COMMENT: None

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

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

PRESENTATION OF THE FINANCIAL REPORT AND ITEMIZED EXPENDITURES: OCTOBER 2023: The Financial Report/Itemized Expenditures was e-mailed to the Trustees before the meeting. Tammy DeKemper presented the report.

- Elizabeth Quick made a motion to file the October 2023 financial report/itemized expenditures for audit. Second, Tiffany Sights. All aye.

DIRECTOR'S REPORT/STATISTICAL REPORT-Shannon informed the Board of the various meetings that she had over the month. She informed the board we were reviewing a few HR/Payroll providers. The Friends event Read between the Wines was very successful. She informed the board that she would be meeting with an adjustor from KLC concerning the incident with Kanesta Downs. She fell in a hole and broke her ankle outside of the library on the grassy part between the sidewalk and curb. She has obtained an attorney and we received a letter received from Vowels Law seeking our insurance information. There is a question of if the property she fell on is considered library property or city property. Hunter Davis, attorney, recommended she go ahead and call the city to let them know there is a hole. She reviewed the statistical report pointing out that circulation stats are little lower and will be working on increasing this, but all other stats were up overall.

MAKERSPACE POLICY AND FEE SCHEDULE: There were no changes to the policy but there were some price changes on the fees for the use of materials in the makerspace due to the increased cost.

- Nibby Priest made a motion to accept the changes in prices as presented. Second, Arlene Alexander. All aye.

MEETING ROOM POLICY, MEETING ROOM AGREEMENT, AND APPROVED VENDORS: This policy and agreement has been updated to allow nonprofit and public organizations to seek permission from the Board of Trustees to hold fundraising events; to reflect the fees to rent the room plus sales tax; the Library will not assume responsibility for items left on the premises; alcohol approved events was updated; key fob information was added; and the Wathen Room was added as an available room during business hours. It was requested to amend the policy to add fire codes-number of people allowed in the rooms and to specify that it is KY sales tax that will be paid when reserving rooms. This will be presented again after amendment for approval.

NEW HIRES: Shyla Stewart-Library Page (PT) and Addison Chandler-Library Assistant (PT)

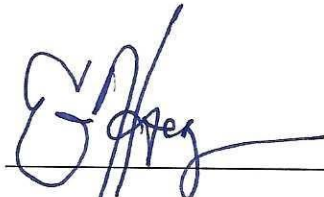
- Nibby Priest made a motion to accept new hires. Second, Tiffany Sights. All aye.

ADJOURNMENT: 8:44 AM

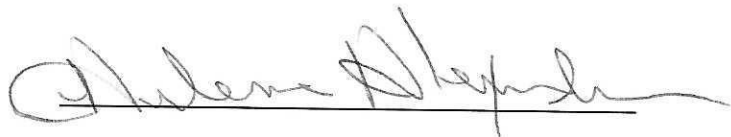
- Arlene Alexander made a motion to adjourn. Second, Elizabeth Quick. All aye.

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