

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
THURSDAY, AUGUST 8, 2024**

**CALL TO ORDER: 8:00 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. Jody Giles, Dave Mitchell and Matt Henry were present from German American Wealth Advisory Group.

**PUBLIC COMMENT:** None

**Davis Hunter, Library Attorney, enters the meeting at 8:01 AM**

**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. They also informed the board that Dave was on the cusp of retiring and Matt Henry, who was also present, would be our new account advisor along with Jody.

**APPROVAL OF MINUTES: JULY 11, 2024, REGULAR MEETING:** The July 2024 Board Meeting minutes were e-mailed to the Trustees before the meeting.

- Nibby Priest made a motion to accept the July 2024 Regular Meeting minutes. Second, Tiffany Sights. All aye.

**PRESENTATION OF THE FINANCIAL REPORT AND ITEMIZED EXPENDITURES: JULY 2024:** The July Financial Report/Itemized Expenditures and the general ledger were e-mailed to the Trustees before the meeting. Tammy DeKemper presented the report.

- Tiffany Sights made a motion to file the July 2024 financial report/itemized expenditures for audit. 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 noted that she and Lacey inspected the new bookmobile and noted a couple of areas that the company is looking to correct according to our order. The delivery date is still 3- 4 weeks out, so hopefully by the end of August it will be delivered. Zach from Empire is having Landmark Design to handle the drawings of the new offices. Midwest is still working on the leaks with the windows. The library was selected to receive a traveling exhibit from the Smithsonian to begin in early 2026. She reviewed the statistical report noting that this is the

beginning of the fiscal year. The trend of an increase in online circulation stats replacing the decrease in print circulation stats is still holding.

**STRATEGIC PLAN-YEAR 3 IDEAS:** Shannon met with all managers and has come up with several ideas for the four focus areas of the strategic plan, Engagement, Programming, Communication, and Experience. The list was distributed to the board for review.

**STAFF SURVEY DISCUSSION:** Shannon sent the staff survey results out to the board a couple of weeks ago for review for discussion today. Overall, they thought the results were decent for a first outside firm survey. They understand that communication is always an issue and it will take time to make improvements and see results.

**BOARD ATTORNEY DISCUSSION:** Davis sent Shannon 4 names of possible replacements as our board attorney. She forwarded the email to the board of trustees for their review. The recommendations are Austin Vowels, Alex Russell, Sharon Farmer and Lindsay Durbin.

- Nibby Priest made a motion to have the staff (Shannon & Tammy) to speak to Austin Vowels, Sharon Farmer and Lindsay Durbin to gage their interest in being the Board attorney and report back to them at the next meeting. Second, Arlene Alexander. All aye.

**DOWN'S INCIDENT DISCUSSION:** Shannon forwarded the correspondence between the claim's adjuster and Mr. Russell, Ms. Downs attorney, that she had received to the board. The board was updated on the situation that happened with Ms. Downs back in September of 2023. She fell and broke her ankle in the grassy area between the sidewalk and the road on the Washington St. side of the building. Davis has advised us to keep any information that we have on this subject and forward any information that we have to our insurance.

**TAX RATES:** Shannon reviewed the tax rates.

- a. Real Property – 11.1%
  - Nibby Priest made a motion to accept the tax as presented. Second, Arlene Alexander. All aye.
- b. Personal Property—12.22%
  - Elizabeth Quick made a motion to accept the tax as presented. Second, Arlene Alexander. All aye.
- c. Motor Vehicle & Watercraft—2.3%
  - Arlene Alexander made a motion to accept the tax as presented. Second, Elizabeth Quick. All aye.
- d. Aircraft—Exempt.
  - Tiffany Sights made a motion to exempt Aircraft from tax. Second, Arlene Alexander. All aye.
- e. In-Transit Inventory
  - Nibby Priest made a motion to accept the tax on In-Transit Inventory. Second, Arlene Alexander. All aye.

**BOARD OFFICERS:** Shannon has spoken with all individuals, and everyone has agreed to stay in their current positions unless anyone opposes.

- a. President, Eric Hoey
- b. Treasurer, Nibby Priest
- c. Secretary, Arlene Alexander.

- Tiffany Sights made a motion to accept the slate of officers for the next 2 years. Second, Elizabeth Quick. All aye.

**TRUSTEE COMMENT:** None

**ADJOURNMENT: 9:23 AM**

- Nibby Priest made a motion to adjourn. Second, Arlene Alexander. All aye.

The next regular meeting of the Board of Trustees is Thursday, September 12, 2024.

Minutes recorded by Tammy DeKemper.



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President



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Secretary



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Director

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