

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

June 16, 2021

5:00 p.m.

Present: President Gerald Wuetcher, Vice President Bill Shanks, Treasurer Patrick Hall, Member Annie Denton, Member Maurice (Moe) Bakke, Shirley Wilson (Friends of the Woodford County Library Representative to the Board), Ruth Ann Adams, (Woodford Co. Historical Society Representative), Karen Kasacavage (Director), John Crawford (Assistant Director), Stacy Thurman (Midway Branch Manager)

Guests: Tom Smith, Sherman-Carter-Barnhart Architects
Melissa Boulton, KDLA Library Regional Consultant

CALL TO ORDER

President Gerald Wuetcher called the meeting to order at 5:00 p.m.

GUEST – TOM SMITH

Mr. Smith reports that progress continues on the building demolition. He also reviewed with the Board some options regarding the exterior brick, a glass transom, tinted glass, and exterior light fixtures.

He also discussed efforts to install a handicap space/ramp on Main Street. The application for this type of project must be submitted by the City of Versailles. Mayor Traugott has expressed his support for the application. He also expects the City Council to approve it.

When asked if it was likely that some building materials might be scarce and/or more expensive than originally believed, Mr. Smith indicated that he does not expect this to be a major issue on this project.

APPROVAL OF MAY MINUTES

President Wuetcher submitted a draft of the minutes from the regular meeting on May 19, 2021 for the Board's consideration. Bill Shanks made a motion to approve the minutes as submitted. Moe Bakke seconded the motion. The Board approved the motion by a vote of 5-0.

FINANCIAL REPORT

The budget will likely come in under budget because of reduced part-time staffing over the past year due to the pandemic. Patrick Hall made a motion to accept the financial report and approve the payment vouchers. Annie Denton seconded the motion. The Board approved the motion by a vote of 5-0.

FRIENDS OF THE LIBRARY REPORT

The Friends did not have a meeting this month.

WOODFORD COUNTY HISTORICAL SOCIETY REPORT

Ruth Ann Adams, Woodford County Historical Society President, presented the report this month. She outlined some repairs and maintenance that are needed to the building and grounds. She shared a letter from the Woodford County Historical Society requesting that the Board name the new local history room the Woodford County Historical Society Room.

No action was taken regarding the naming of the room. The Board will consult with representatives of the Historical Society to determine the best way to honor the hard work and commitment made by the Historical Society to preserve the county's history.

VERSAILLES REPORT

John Crawford notes that the Main Library is starting to look like the Library before the COVID-19 pandemic. Most of the furniture and seating has been moved back on to the floor, and most importantly more people are returning to the Library.

Summer reading is well under way. To date, 731 kids and teens have registered for summer reading, as well as 422 adults. Programs have been well attended and well received.

MIDWAY REPORT

The Midway Branch will be participating in the Juneteenth Festival in Midway on June 19. The Library is sponsoring a Chautauqua program as part of the event. Virgil Covington, Jr. will perform as William Wells Brown. William Wells Brown was a prominent abolitionist who was the first published African American novelist and playwright after escaping slavery in 1834. The Chautauqua program will be held at 2:00 p.m. in downtown Midway.

DIRECTOR'S REPORT

- A. Library Expansion - update
See discussion and action taken under GUEST – TOM SMITH
- B. Woodford Co. Historical Society – request
See discussion and action taken under WOODFORD COUNTY HISTORICAL SOCIETY REPORT
- C. Proposed Budget Fiscal Year 2021/2022
Karen shared a budget proposal and salaries for FY 2021-22. The proposed budget includes three new staff positions: Local History Librarian, full-time Library Associate, and part-time Cataloging Assistant.

Annie Denton made a motion to approve the proposed salaries, including the creation of three positions. Patrick Hall seconded the motion. The Board approved the motion by a vote of 5-0.

Bill Shanks made a motion to approve the budget as presented. Moe Bakke seconded the motion. The Board approved the motion by a vote of 5-0.

D. Trustee Position – update
Judge/Executive James Kay and the Woodford County Fiscal Court affirmed the appointment of Molly Krumm to the Woodford County Library District Board. Her term will begin July 1, 2021 and run through June 30, 2025.

E. Craft-Noble – audit engagement FY 2020/2021
Karen shared with the Board an audit engagement letter from Craft, Waninger, Noble & Company to perform the FY 2020-2021 audit at a cost of \$5,865.

Patrick Hall moved to approve the audit engagement letter and authorize Craft, Waninger, Noble & Co. to perform the FY 2020-21 audit at a cost of \$5,865. Annie Denton seconded the motion. The Board approved the motion by a vote of 5-0.

F. Policy Manual – Section 1
Karen asked the Board to review proposed revisions to section 1 of the policy manual, Library Mission and Values.

Patrick Hall made a motion to approve the revised Section 1: Library Mission and Values. Bill Shanks seconded the motion. The Board approved the motion by a vote of 5-0.

UNFINISHED BUSINESS

A. Director's Review
Karen excused herself from the meeting.

President Wuetcher had obtained the assessments and comments from the other members regarding Karen's performance evaluation prior to the meeting. He provided a summary of the various assessments and comments. The Board affirmed that Karen continues to provide exemplary leadership for the Library.

Bill Shanks made a motion to provide an additional five days of vacation. Annie Denton seconded the motion. The Board approved the motion by a vote of 5-0.

Moe Bakke made a motion to increase Karen's salary by two percent. Patrick Hall seconded the motion. The Board approved the motion by a vote of 5-0.

NEW BUSINESS

President Gerald Wuetcher's term on the Board expires at the end of June. The Board recognized and thanked him for his eight years of service on the Board, many of which he served as Board President.

ADJOURN

Bill Shanks made a motion to adjourn the meeting. Moe Bakke seconded the motion. The Board approved the motion to adjourn by a vote of 5-0. The meeting adjourned at 7:01 p.m.

ATTEST:

President

Secretary

Date: _____