

Carroll County Public Library Board of Trustees
Meeting Minutes
May 24, 2013

- I. **Call to Order:** Board Member Greg Goff called the monthly meeting of the Carroll County Public Library Board of Trustees to order at 12:07 p.m. In attendance were Board members Jim Ellington, Gerda Wise, and Jama Snyder, Library Director Hillary Arney, and Assistant Director Patricia Hersey. Board member Nick Marsh and Regional Librarian Charlotte McIntosh were absent.

- II. **Review of Agenda:** See attached.

- III. **Minutes of the Previous Meeting:** (April 19, 2013) Minutes were reviewed. It was pointed out that even though Ruth Baxter had been contacted and retained verbally, that a letter of engagement would be required. Ellington made a motion to accept the minutes. Wise seconded the motion. Motion was approved.

- IV. **Treasurer's Report:** Arney presented reports for April. Closing in on the end of the year, it was noted that all budgeted tax money had been received. Utilities have been higher than expected and Arney will have meters reread to check for inconsistencies. Carrollton Federal gave a verbal OK to cashing the CDs and putting the money in an interest bearing account at the same rate. Arney and Goff will meet next week to make the transaction. Motion by Ellington to accept the Treasurer's report and was seconded by Snyder. Motion was approved.

- V. **Regional Director's Report:** Given by Arney. Arney is seeking a recommended Ethics policy which the board will then amend for our needs. Goff recommended that all employees and board members sign the policy yearly.

- VI. **Director's Report:** Given by Arney. Circulation is up overall with a notable jump in Overdrive checkouts over last year at this time. There is also a spike in computer usage, partly due to a new "Peek-a-Book" computer in the children's area. This generated discussions for finding new places to put additional computers and to considering ways to make portable computers such as I-Pad available. Ellington suggested that students who did not have a proper ID for checkout could have their picture taken with the device as a way to verify the checkout.

- VII. **New Business:** Update on Foundation meeting. Three new members were added to the Foundation: Allison Burgess, Leah Spencer, and Susan Dukes, which brings them to a full eleven member board. Main topics of discussion were building maintenance, and an update of the building loan status. New elected officials are Ruth Baxter as President, Sue Scott as Secretary, and Jerilyn Zapp as Treasurer. The position of Vice President remained unfilled.

Executive Session: In accordance with KRS 61.810 Sec 1 Subsection C and Subsection B, at 12:42 pm. Snyder motioned to go into Executive Session to discuss legal matters and real estate issues. Motion seconded by Wise. Motion passed unanimously.

Meeting resumed at 1:10 pm. Goff indicated that no action was to be taken.

Snyder motioned to adjourn the meeting, Ellington seconded and Goff adjourned the meeting at 1:13 p.m. Next meeting date: June 14, 2013.

Respectfully Submitted,

Patricia Hersey, Assistant Director and Recording Secretary