

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING
THURSDAY, JULY 11, 2024**

CALL TO ORDER: 8:02 AM.

ROLL CALL: Present- Eric Hoey, Tiffany Sights, Elizabeth Quick, and Nibby Priest. Absent-Arlene Alexander. Also, Present-Shannon Sandefur, Library Director; Tammy DeKemper, FIN/HR Mgr., Wayne Kenney, Facilities Mgr.; Zach Fleenor, Empire; and Davis Hunter, Library Attorney

PUBLIC COMMENT: None

Arlene Alexander enters the meeting at 8:04 AM

ZACH FLEENOR- EMPIRE: Zach is here to give an update on the work being done on the windows by Midwest Roofing and Sheet Metal. The south wall has gone well and is back together. As they moved around the building, they ran into more leaks. They have figured out what the problem was and are installing more flashing to fix the issue. They have also installed weep holes because the manufacturer had not installed any. He hopes to have them finished in 5- 7 days. They have also re-caulked areas. He suggests annually to do a walk through to see if there is any preventative work that needs to be done such as recaulking. After the job is completed, the warranty will be valid for 3 months for all the troubled areas.

Zach Fleenor and Wayne Kenney exit the meeting at 8:08.

APPROVAL OF MINUTES: JUNE 13, 2024, REGULAR MEETING: The June 2024 Board Meeting minutes were e-mailed to the Trustees before the meeting.

- Tiffany Sights made a motion to accept the June 2024 Regular Meeting minutes. Second, Elizabeth Quick. All aye.

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

- Nibby Priest made a motion to file the June 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 attended the ALA conference, and it was very informative on trends public libraries are facing. She noted that Eric Hoey and Tiffany Sights were reappointed to the board for another term. Construction on the new offices started on Monday, July 8th. She and Lacy Britt will be going to Greensboro, North Carolina July 21-22 to view and inspect the new bookmobile for delivery. She

reviewed the statistical report noting that this is the end of the fiscal year. The increase in online circulation stats is replacing the decrease in print circulation stats. Overall, other stats were up.

QUARTERLY STRATEGIC PLAN REPORT: Shannon reviewed the report for year 2 of the strategic plan covering each focus area including Engagement, Programming, and Communication. She informed the board that some of the targets were not met so we will talk as managers to reevaluate and set goals for this year. As the director, Shannon would like to take a more administrative approach to some of the goals to add structure to programming and other areas of improvement.

Davis Hunter informed the board that he would no longer be able to represent the library due to understaffing at his firm. He would be available to advise on any outstanding issues. He will submit some names to the board for them to consider as a replacement.


TRUSTEE COMMENT: Nibby has noticed there has been several people smoking on the front patio on the Water St. side and he has even seen someone vaping on the upstairs patio. He would like to review the smoking policy. It currently states that there is no smoking in the library building. He would like there to be no smoking on library property. We will pull the smoking policy for review.

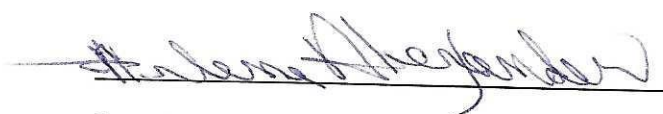
ADJOURNMENT: 8:55 AM


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

The next regular meeting of the Board of Trustees is Thursday, August 8, 2024.

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.