

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
THURSDAY, SEPTEMBER 12, 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.

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES: AUGUST 8, 2024, REGULAR MEETING:** The August 2024 Board Meeting minutes were e-mailed to the Trustees before the meeting.

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

**PRESENTATION OF THE FINANCIAL REPORT AND ITEMIZED EXPENDITURES: AUGUST 2024:** The August 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 August 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. Shannon met with Missy Vanderpool and Whitney Risley of Henderson Economic Development. They are going partner with programming to meet community needs with and lunch and learn series next year. She also met with Clay Gillham and Madison Krampe of Henderson Chamber of Commerce to talk about doing Porch Fest After Dark next year. She attended Fiscal Court to present the tax rates. The library is taking the compensating rate. The bookmobile will have a grand opening Saturday, September 21 at 10 am-12 pm. The trend of an increase in online circulation stats replacing the decrease in print circulation stats is still holding.

**COMMUNITY FOUNDATION:** The Whittington Family set up an endowment fund in the amount of \$25,000.00 for the library in memory of Agnes Whittington several years ago(around 2011-2012). The funds have been managed by the Community Foundation of Western KY in Paducah. Henderson is now wanting to move the funds to The Community Foundation of Henderson, KY and manage the funds locally.

- Nibby Priest made a motion to transfer funds from Community Foundation of Western Ky to the Community Foundation for Henderson to have the funds managed locally. Second, Elizabeth Quick. All aye.

**BRANDON'S LAWN & LANDSCAPING:** It has been 1 year since we started using Brandon's Lawn & Landscaping for the library's lawncare. The service has taken over the mowing, weeding, and has been working on getting the irrigation system set up. The Board wanted to review the results of using his service after the first year. Overall, the Board is pleased with the service and would like to continue.

**ADVANCED DOCUMENT SOLUTIONS- COPIERS:** Advanced has said that they would not continue to maintain our current copiers because they need to be replaced. The quote for 2 new copiers, Xerox EC8056, is \$9850. Service and supplies are billed at \$10 per month and B&W are billed at .0099 and Color are billed at .059. This program will cover all parts, labor, and toner. Keith looked at the Xerox sight and their copiers ranged from \$10- \$15,000.00 for one replacement.

- Nibby Priest made a motion to purchase the copiers and maintenance from Advance Document Solutions. Second, Tiffany Sights. All aye.

**STORYWALK QUOTES:** Danielle, the children's librarian, brought this to Shannon wanting us to partner with the City of Henderson to put a children's StoryWalk in the park. These are panels that contain story pages that will be placed along the walkway in Atkinson Park (proposed area). We will be able to change out the panels as often as we like. These are the two quotes that we have for StoryWalk bases and panels.

- a. Barking Dog Exhibits- \$8,831.14 (will have to create borders for each story page)
  - b. Pannier- \$9,940.00 (borders are embedded in the panels)
- Elizabeth Quick made a motion to accept the Pannier bid for the StoryWalk bases and panels. Second, Tiffany Sights. All aye.

**NEW EMPLOYEE: JASON HARGITT (EMPLOYEE DEVELOPMENT SPECIALIST)** He will start on October 21, 2024.

- Nibby Priest made a motion that the hire of Jason Hargitt for Employee Development Specialist be approved. Second, Arlene Alexander. All aye.

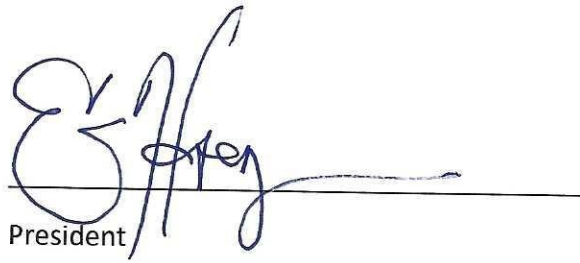
**TRUSTEE COMMENT:** None

**ADJOURNMENT: 8:58 AM**

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

The next regular meeting of the Board of Trustees is Thursday, October 10, 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.