

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING
THURSDAY, OCTOBER 10, 2024**

CALL TO ORDER: 8:03 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: SEPTEMBER 12, 2024, REGULAR MEETING: The September 2024 Board Meeting minutes were e-mailed to the Trustees before the meeting.

- Arlene Alexander made a motion to accept the September 2024 Regular Meeting minutes. Second, Tiffany Sights. All aye.

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

- Elizabeth Quick made a motion to file the September 2024 financial report/itemized expenditures for audit. Second, Nibby Priest. All aye.

DIRECTOR'S REPORT/STATISTICAL REPORT: Shannon informed the Board of the various meetings that she had over the month. She reported the mobile library unveiling was a successful event. She also informed the board that due to a recent DOJ ruling that instead of us managing the website design as planned, we are looking into the possibility of hiring a company to do the website redesign to ensure that we are ADA compliant. The trend of an increase in online circulation stats replacing the decrease in print circulation stats is still holding.

STRATEGIC PLAN QUARTERLY REPORT: Shannon reviewed the report for year 3 of the strategic plan covering each focus area including Engagement, Programming, and Communication. She reported on some items that will be a part of the plan for year 3 such as partnering with the mobile classroom, partnering with the YMCA for library sign-up, wanting to incorporate literacy education in all our programs, and wanting to involve staff in a community project.

RETAINER AGREEMENT: SHARON FARMER: Sharon's rate for services is \$200/hr. She works with HMPL and the City of Henderson and is familiar with government entities. We believe that she will be a good fit for the library as our attorney on retainer.

- Nibby Priest made a motion to retain Sharon Farmer as the library's attorney. Second, Arlene Alexander. All aye.

NEW EMPLOYEE: SARAH POWELL (PT CHILDREN'S ASSOCIATE)

- Arlene Alexander made a motion that the hire of Sarah Powell for PT Children's Associate be approved. Second, Tiffany Sights. All aye.

BOOKMOBILE WRAP: It will cost approximately \$1000 to remove the wrap on the old bookmobile and there is paint and decals under the wrap that has our name still on it. Our concern is that we do not want our name on the vehicle if we donate it to another local non-profit organization.

- Nibby Priest made a motion to designate the old bookmobile as surplus property and do what needs to be done to auction through the government or Rob Woodring. Second, Elizabeth Quick. All aye.

MAC NEEL: AUDITORS REPORT: Mac was ill and was not present at the meeting. There were no material findings of concern, and the library is in good financial condition according to the report.

- Elizabeth Quick made a motion to accept the FY 23/24 audit. Second, Arlene Alexander. All aye.

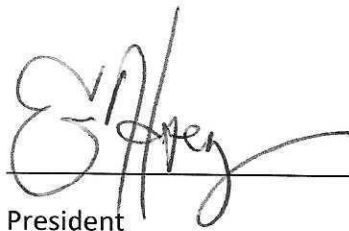
TRUSTEE COMMENT: Nibby made a comment that only two of the bollard lights were functioning in the Water St. parking lot. Shannon will have Wayne check on these.

ADJOURNMENT: 8:50 AM

- Nibby Priest made a motion to adjourn. Second, Tiffany Sights Quick. All aye.

The next regular meeting of the Board of Trustees is Thursday, November 14, 2024.

Minutes recorded by Tammy DeKemper.



President



Secretary

A handwritten signature in black ink, appearing to read "M. Smith", is written over a horizontal line.

Director

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