

**HENDERSON COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR BOARD MEETING
THURSDAY, DECEMBER 12, 2024**

CALL TO ORDER: 8:01 AM.

ROLL CALL: Present- Eric Hoey, Arlene Alexander, Nibby Priest, Tiffany Sights, and Elizabeth Quick. Also, Present-Shannon Sandefur, Library Director; Tammy DeKemper, FIN/HR Mgr.; Jason Hargitt, Employee Development Specialist, Sharon Farmer, Board Attorney, and Amber Potts, KDLA Regional Library Consultant.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: NOVEMBER 14, 2024, REGULAR MEETING: The November 2024 Board Meeting minutes were e-mailed to the Trustees before the meeting.

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

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

- Tiffany Sights made a motion to file the November 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 informed the Board that her, Glenn Riggs, the Genealogy/Local History Mgr., and Donna Barron, Public Services Librarian went to the Smithsonian Traveling Exhibit Training in Woodford County to learn about the exhibit that will be displayed at the library in January 2026. The trend of an increase in online circulation stats replacing the decrease in print circulation stats is still holding. We currently have new displays down the corridor by the computer lab to see if we can increase print circulation. All other stats remain steady.

MOU WITH HCC: This is a Memorandum of Understanding with Henderson Community College. The library has agreed to partner for the limited purpose of administering HCC's MAINTech program, a multi-week program which combines classroom instruction and hand-on training free of charge and for no academic credit to individuals who wish to gain practical skills essential to success in today's workforce.

- Nibby Priest made a motion to accept the MOU with HCC. Second, Tiffany Sights. All aye.

MOU WITH THE CITY OF HENDERSON: We have not received the signed Memorandum of Understanding back from the City of Henderson (Story Walk in the park) so this will be tabled until the next meeting.

MURRAY STATE: Shannon wanted to have the conversation with the Board before proceeding with talks with Murray. Murray would like to have a yearlong program for non-profits training and leadership here at the library but there would be a cost for the participants. There is no vote at this time, but the Board said it was OK to continue the conversation.

DRUG AND ALCOHOL-FREE WORKPLACE POLICY: The library needs to update the Drug and Alcohol-Free Workplace Policy due to the legalization of medicinal cannabis effective January 1, 2025. Shannon would like to keep the library a drug-free workplace. Chris Johnson, the attorney from KLC added this statement to our current policy in (6)b.

The appropriate use of legally prescribed drugs and nonprescription medications is not prohibited. However, pursuant to KRS 218B.040, the library as an employer exercises its right under the statute to not permit or accommodate the use of medicinal cannabis. Therefore, an authorized cardholder is prohibited from utilizing medicinal cannabis while employed by the library.

- Elizabeth Quick made a motion to accept the policy as written. Second, Eric Hoy.

There was much discussion about the statement “prohibited from utilizing medicinal cannabis while employed by the library”

- Arlene Alexander made a motion to amend section (6)b to read below. There was no second. Motion defeated. Discussion continued.

The appropriate use of legally prescribed drugs and nonprescription medications is not prohibited. However, pursuant to KRS 218B.040, the library as an employer exercises its right under the statute to not permit or accommodate the use of medicinal cannabis. Therefore, an authorized cardholder is prohibited from utilizing medicinal cannabis while representing or conducting business for the library.

- Elizabeth made a motion to accept the amendment as written above to the policy. Second, Tiffany Sights. Arlene and Elizabeth, aye. Nibby, no.
- Eric called for a vote to accept the policy as amended. All aye.

KDLA REPORT-AMBER POTTS: Amber informed us that she will be able to attend more meetings in 2025 due to fewer counties assigned to her. There is a Special Projects grant open until January 22nd. The criteria is listed on the KDLA website. The Director’s meeting on December 20th will be covering ADA compliance and websites taking effect in 2027. This meeting will be recorded. There is a KDLA staff survey open right now, and she encourages everyone to reply.

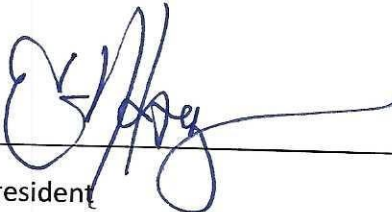
TRUSTEE COMMENT: None

ADJOURNMENT: 9:13 AM

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

The next regular meeting of the Board of Trustees is Thursday, January 9, 2025.

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.