

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES
Minutes of Regular Board Meeting
March 16, 2022 5:00 p.m.

Present: President Maurice (Moe) Bakke, Vice President Bill Shanks (via Zoom), Treasurer Patrick Hall, Secretary Annie Denton, Member Molly Krumm, Susan Buffin (Woodford Co. Historical Society, Representative to the Board) Karen Kasacavage (Director). Absent: Stacy Thurman (Midway Branch Manager), Shirley Wilson (Friends of the Woodford County Library, Representative to the Board)

Guests: Tom Smith, Sherman-Carter-Barnhart Architects
Dalton Meade (via Zoom), Codell Construction
Travis Curry (via Zoom), Codell Construction

CALL TO ORDER

President Moe Bakke called the meeting to order at 5:01 p.m.

APPROVAL OF FEBRUARY MINUTES

President Bakke submitted a draft of the minutes from the regular meeting on February 16, 2022 for the Board's consideration. Molly Krumm made a motion to approve the minutes as submitted. Patrick Hall seconded the motion. The Board approved the motion by a vote of 5-0.

FINANCIAL REPORT

Karen Kasacavage submitted the financial report for the Board's consideration. She reported that the budget is on track. Patrick Hall made a motion to accept the Financial Report. Annie Denton seconded the motion. The Board approved the motion by a vote of 5-0.

GUEST – DALTON MEADE

Dalton Meade reported on the progress of the new construction over the past 30 days. The work completed includes the following: demolition at southwest corner is complete, storm drain tie-in complete, masonry column complete, building has been pressure washed, cooling tower installed, the mechanical and the electrical contractors both continue to make progress. Karen provided an update on receiving the payment applications from Codell.

GUEST – TOM SMITH

Mr. Smith went over several Change Orders with the Board. He discussed the need to cover the masonry in the interior of the old Flower Basket, the cost estimate is approximately \$1,200. Bill Shanks made a motion to accept the recommended Change Order. Molly Krumm seconded the motion. The Board approved the motion by a vote of 5-0.

Mr. Smith discussed the need to add power to two mechanical units and three windows (for motorized blinds). The electric connections were omitted from the original building plans and need to be added. The estimated cost to add the power is \$7,139. Mr. Smith asked the board to accept this request so as not to delay the project. Patrick Hall made a motion to accept the recommended Change Order. Molly Krumm seconded the motion. The Board approved the motion by a vote of 5-0.

Mr. Smith reported that new gutters have been installed, but the existing gutters are leaking. The estimate to repair the leaking gutters is approximately \$1,500. Mr. Smith and Mr. Curry will check with Dixie Roofing to see when they will be able to complete this repair. No vote was called for at this time.

Mr. Smith reported that the cost to add propylene glycol and an expansion tank to the existing geothermal loop will cost approximately \$33,000 instead of \$45,000 as previously discussed.

Mr. Smith discussed a Change Order to replace the front doors for approximately \$48,000. He recommends getting an estimate from Schiller Hardware to replace the internal/external hardware and the electronics in an effort to save some money. The board agreed and no vote was called for at this time.

Mr. Smith will request a proposal to repair the gap on the existing balustrade on the Logan Helm building. He also reported that the metal entablature on the old Flower Basket must be rebuilt. The cost is approximately \$19,500. Patrick Hall made a motion to accept the recommended Change Order. Molly Krumm seconded the motion. The Board approved the motion by a vote of 5-0.

GUEST – TRAVIS CURRY

Mr. Curry discussed the Extended Services request from Codell Construction. He explained that due to significant delays in the project that Codell is requesting an additional \$23,333.10 in construction management fees. He went on to explain how fifty working days converts to seventy calendar days. President Bakke recommended a meeting with the contractors to discuss the delays in the project. The board agreed and no vote was called for at this time. Mr. Curry also noted that Dalton Meade followed procedure when handling the damaged car in the library parking lot. The claim is being handled by Rising Sun's insurance company.

FRIENDS OF THE LIBRARY REPORT

Karen reported that the Friends of the Library met on March 9, 2022. She said that the group would like to meet with the Historical Society to plan some events and programs. The Friends are hosting a Trivia Night on April 5th at Rolling Oven from 7-9pm.

WOODFORD COUNTY HISTORICAL SOCIETY

Susan Buffin reported on the success of the Chautauqua program held jointly with the library. The program was well attended and enjoyed by all. She then reported on several upcoming programs that will be hosted by the Historical Society.

VERSAILLES/MIDWAY REPORT

Karen read a report prepared by Stacy Thurman. Stacy reported that both branches have been experimenting with in-person programming. Jane Bryant had a successful hybrid book club last month, with people attending in-person and via Zoom. Midway has expanded to two story-times in order to safely accommodate everyone. The first Discovering Woodford had 25 attendees to visit the new police department. She also reported that a puzzle competition at both locations was well received and that planning for Summer Reading is in full swing.

DIRECTOR'S REPORT

- A. Library Expansion – update
See discussion under GUEST – DALTON MEADE, TOM SMITH, TRAVIS CURRY
- B. Executive Session – The board went into executive session at 5:57pm under KRS 61.810(1)(f) to discuss a personnel matter. The board came out of executive session at 5:59pm.
- C. Proposed Budget – FY 2022-2023 – Karen reviewed the budget with the board and asked them to consider a 4% pay increase for all employees and to raise the starting part time hourly salary to \$12. Patrick Hall made a motion to accept the new salary guidelines. Molly Krumm seconded the motion. The Board approved the motion by a vote of 5-0.
- D. Website Redesign Proposals
The Board has requested that Heather Plunkett attend the April board meeting to review the proposals and to help in the selection process.

UNFINISHED BUSINESS

Nothing to report

NEW BUSINESS

Nothing to report

ADJOURN

Annie Denton made a motion to adjourn the meeting. Milly Krumm seconded the motion. The Board approved the motion to adjourn by a vote of 5-0. The meeting adjourned at 6:07p.m.

ATTEST:

President

Secretary

Date: _____