

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

May 19, 2021

5:00 p.m.

Present: President Gerald Wuetcher, Treasurer Patrick Hall, Member Annie Denton, Shirley Wilson (Friends of the Woodford County Library Representative to the Board), Karen Kasacavage (Director), Stacy Thurman (Midway Branch Manager), Susan Buffin (Woodford Historical Society)

Absent: Vice President Bill Shanks, Member Maurice Bakke

Guests: Tom Smith, Sherman-Carter-Barnhart Architects
Dalton Meade – Codell Construction

CALL TO ORDER

President Gerald Wuetcher called the meeting to order at 5:03 p.m.

GUEST – DALTON MEADE

Dalton Meade is pleased with the progress of the construction so far and said that everything is moving along well.

The inside of the building has been completely gutted. Shoring up the Main Street façade is taking a bit longer than expected. Demolition should be completed by the end of June.

When asked about the sidewalk in front of the building, Mr. Meade replied that it will not be obstructed during construction for more than a day at a time, in rare circumstances.

GUEST – TOM SMITH

Tom Smith said he was also pleased with the progress of the construction project so far.

Utilities have been disconnected without issue and hazardous material was removed. Lead paint will be tested, collected and disposed of.

A proposal has been requested for landscaping in front on the law office neighboring the construction site since current landscape may be damaged.

Mr. Smith discussed rising material costs and how that could affect progress in the future. But he remained positive that our project would remain on schedule.

APPROVAL OF APRIL MINUTES

President Wuetcher submitted a draft of the minutes from the regular meeting on April 21, 2021 for the Board's consideration. Mr. Wuetcher suggested that Susan Buffin be removed from the list of absentee members since she sent someone in her place to represent the Historical Society. Annie Denton moved to approve the minutes with the suggested change. Patrick Hall seconded the motion. The Board approved the motion by a vote of 3-0.

APPROVAL OF APRIL MINUTES SPECIAL MEETING

President Wuetcher submitted a draft of the minutes from the special meeting on May 10, 2021 for the Board's consideration. Annie Denton moved to approve the minutes as submitted. Patrick Hall seconded the motion. The Board approved the motion by a vote of 3-0.

FINANCIAL REPORT

Karen reported that the budget remains on target. Patrick Hall made a motion to accept the financial report. Annie Denton seconded the motion. The Board approved the motion by a vote of 3-0.

FRIENDS OF THE LIBRARY REPORT

Ms. Wilson reported that the Friends met May 12th, via Zoom. The recipients of the Carla R. Dills Memorial Scholarship have been announced.

WOODFORD COUNTY HISTORICAL SOCIETY REPORT

Susan Buffin said the Woodford Historical Society is still operating with volunteers and could use more.

Their Board voted on a suggested name for the Local History Room and presented the Library Board with a proposal which will be discussed at a later date.

Gerald Wuetcher suggested that both entities consider a mutual support agreement going forward.

Karen Kasacavage and Susan Buffin discussed making arrangements to start cataloging the collection.

VERSAILLES AND MIDWAY REPORTS

Midway had a successful outdoor, in-person program on May 15th. 30 patrons participated in the Nature Scavenger Hunt in Walter Bradley Park.

Both Libraries are gearing up for Summer Reading. Both in-person and virtual programming will be offered each week for all ages. Participants can sign up starting May 24th.

DIRECTOR'S REPORT

- A. Library Expansion - Update
See discussion under GUEST – TOM SMITH and DALTON MEADE
- B. Codell Construction – Fee Amount Change
The Board reviewed a document from Codell reflecting a fee change from 178,597.30 to 190,256.01. The new fee is based on the actual bid amount of 2,413,274.50. After discussion, the Board agreed to the change without objection.
- C. Executed Construction Contracts - to be signed
Gerald Wuetcher will sign.

- D. Planning & Zoning request for conditional use – 101 N. Main – update
Karen and Patrick Hall attended the Planning and Zoning Board Hearing to voice concerns over parking. Karen suggested the library’s parking spaces in the back lot be marked at the conclusion of the construction process
- E. Proposed Budget – fiscal year 2021-22
Karen asked to readjust salaries, reallocating within the amount previously proposed. The budget will be approved by the next Board meeting in June.
- F. Trustee Position – update
Judge Kay has received recommendations.
- G. Policy Manual – section 1
Submitted changes will be reviewed at the next meeting.
- H. Vaccine Policy – discussion
Karen has contacted the State Librarian and other libraries in the area to inquire about a Covid vaccination policy and reported that her research was inconclusive. The Board discussed the legality of a vaccination policy and decided not to act at this time.

UNFINISHED BUSINESS

- A. Director’s Review 2021
Gerald Wuetcher will send his review to the Board so members can make changes as they see fit and discuss at the June regular meeting.

NEW BUSINESS

No new business.

ADJOURN

Patrick Hall made a motion to adjourn the meeting. Annie Denton seconded the motion. The Board approved the motion to adjourn by a vote of 3-0. The meeting adjourned at 6:30 p.m.

ATTEST:

President

Secretary

Date: _____