

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

November 18, 2020

5:00 p.m.

Present: President Gerald Wuetcher, Vice President Bill Shanks, Treasurer Patrick Hall, Member Annie Denton, Maurice Bakke (Friends of the Library Representative to the Board), Susan Buffin (Woodford County Historical Society Representative to the Board), Karen Kasacavage (Director), John Crawford (Assistant Director), Stacy Thurman (Midway Branch Manager)

Guests: Tom Smith, Sherman-Carter-Barnhart Architects

Mandy Flynn and Lisa Delong, Collective Spaces Interior Design Group (via Zoom)

Magistrate Mary Ann Gill (via Zoom)

CALL TO ORDER

President Gerald Wuetcher called the meeting to order at 5:00 p.m. It should be noted that Vice President Bill Shanks, Treasurer Patrick Hall, Maurice Bakke, Susan Buffin, and Stacy Thurman attended the meeting via Zoom pursuant to KRS 61.840.

GUESTS – MANDY FLYNN AND LISA DELONG

Mandy Flynn and Lisa Delong from Collective Spaces Interior Design Group shared their interior design plans for the local history room. They reiterated their intention to repurpose as much of the existing furniture as possible in the expansion project.

The Board will review and consider the proposal at the December meeting.

GUEST – TOM SMITH

Tom Smith reviewed his meeting with the Woodford County Board of Architectural Review. He informed the Board that the plan had been approved with the Board of Architectural Review requesting only a few minor revisions to the plan that can be accommodated easily.

The architectural plans will now be submitted to the Kentucky Department of Housing, Building and Construction.

Mr. Smith expects that the Library will be able to get a demolition permit within 1-2 weeks of submitting the application.

APPROVAL OF OCTOBER MINUTES – REGULAR BOARD MEETING – OCTOBER 21, 2020

President Wuetcher submitted a draft of the minutes from the regular meeting on September 21, 2020. The draft was changed to note that the motion to adjourn was approved by a vote of 3-0, not 5-0. Patrick Hall made a motion to approve the minutes as changed. Annie Denton seconded the motion. The Board approved the motion by a vote of 4-0.

A. Approval of Special Board Meeting Minutes – November 4, 2020

President Wuetcher submitted a draft of the minutes from the special meeting held on November 4, 2020. Bill Shanks made a motion to approve the minutes as submitted. Annie Denton seconded the motion. The Board approved the motion by a vote of 4-0.

FINANCIAL REPORT

Karen reports that the budget is on target. The Library has received the bulk of its tax revenue for fiscal year 2020-2021.

Annie Denton made a motion to accept the financial report and approve the payment vouchers. Bill Shanks seconded the motion. The Board approved the motion by a vote of 4-0.

FRIENDS OF THE LIBRARY REPORT

Maurice Bakke reports that the Friends currently have \$6,705.15 in its checking account. The Friends did not have a meeting this month. Mr. Bakke did inform the Board that they hope to have a golf scramble as a fundraiser in the coming year.

WOODFORD COUNTY HISTORICAL SOCIETY REPORT

The Historical Society will meet on November 19, 2020. Ballots to elect the Board of Directors have been mailed and emailed to members. The Board of Directors will determine if the Historical Society can remain open given the increase of COVID-19 cases in Woodford County.

VERSAILLES REPORT

Foot traffic to borrow materials and use computers has remained steady, though there has been an increase in the number of holds placed by patrons. The Library has also continued to augment its digital library and offer a wide-range of virtual programs.

MIDWAY REPORT

The ballots cast at the Midway Branch were collected for the 2020 general election and the ballot box removed. The placement of a ballot box at the Midway Branch was a huge success and greatly appreciated by residents. The Library would be willing to be a ballot box site in the future.

Stacy has been facilitating the "Writing for Healing, Hope, Justice, and Peace" programs. There were eleven participants last month and eighteen participants scheduled for this evening's program.

DIRECTOR'S REPORT

- A. Library Expansion – update
See discussion and action taken in sections labeled GUESTS – MANDY FLYNN AND LISA DELONG and GUEST – TOM SMITH.
- B. Trustee appointment - update
The nominations of Maurice Bakke and Molly Krumm have been submitted to the Kentucky Department for Libraries and Archives (KDLA).

C. Surplus – old computers

Karen shared a list of old computers that have been replaced and are no longer used by the Library. She asked the Board to declare these computers as surplus so that they might be recycled.

Patrick Hall made a motion to declare the listed computers as surplus. See attached list. Annie Denton seconded the motion. The Board approved the motion by a vote of 4-0.

D. Pandemic update/discussion

It is anticipated that Governor Andy Beshear will soon announce new restrictions on restaurants and public facing businesses. Karen and the Board discussed the possibility of returning to curbside service only, as COVID-19 cases continue to increase in the state and county.

Bill Shanks made a motion that the Library provide only curbside service, effective November 23, 2020 through December 13, 2020. Annie Denton seconded the motion. The Board approved the motion by a vote of 4-0.

President Wuetcher indicated that he would call a special board meeting the week of December 7th if warranted.

ADJOURN

Patrick Hall made a motion to adjourn the meeting. Bill Shanks seconded the motion. The Board approved the motion to adjourn by a vote of 4-0. The meeting adjourned at 6:07 p.m.

ATTEST:

President

Secretary

Date: _____

Computer	Serial/Service Tag
Optiplex 9010	H0SZFX1
Optiplex 9010	CX0XXV1
Optiplex 9010	GZG2GX1
Optiplex 9010	G74LGX1
Optiplex 9010	6JFK7Y1
OptiPlex 9020	4FZSBZ1
OptiPlex 9020	4F9SBZ1
OptiPlex 790	2ZRKYR1
Optiplex 9010	CX0YXV1
Studio Desktop Slim 540s	DYXQ1K1
Studio Desktop Slim 540s	4ZXQ1K1
Dell Optiplex 780	GMCCCP1
Dell Optiplex 780	GMCDCP1
Dell Optiplex 790	2FXKYR1
Dell Optiplex 790	2FXLYR1
Dell Optiplex 790	2FURYR1
Dell Optiplex 790	2FWQYR1
Dell Optiplex 790	2FWRYR1