

WOODFORD COUNTY LIBRARY DISTRICT MEETING BOARD OF TRUSTEES

Minutes of Regular Board Meeting

December 16, 2020

5:00 p.m.

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

Absent: Vice President Bill Shanks

Guests: Woodford County Judge-Executive James Kay
Tom Smith, Sherman-Carter-Barnhart Architects
Melissa Boulton – Regional Librarian – KDLA

OATH OF OFFICE

Woodford County Judge-Executive James Kay administered the oath of office to Maurice Bakke via Zoom.

CALL TO ORDER

President Gerald Wuetcher called the meeting to order at 5:00 p.m. This meeting was conducted via Zoom and broadcast live on the Woodford County Library's YouTube channel.

GUEST – TOM SMITH

Tom Smith updated the Board on the expansion project. He noted that his office has completed its third party review of the plans. He would like to schedule a meeting with Karen and any interested Board Member to do a final review of the plans.

Tom reached out to the owners of the office building next door about obtaining a temporary construction easement so that workers might have access to that property as they work on the Library project. To date, the owners have declined to agree to the easement. Karen will reach out to the current occupants of the building to see if they may help Karen and Tom assure the property owners that this is a routine arrangement and that the property will be fully restored, if not improved, upon the completion of the project.

Tom will compose a formal response to Pattie Wilson and the Board of Architectural Review acknowledging that the Library will revise their plans per their request regarding the glass transom, the brick cleaning process, and the replacement windows. He will also begin the process of acquiring a demolition permit.

Tom will submit the plans to the state's Department of Housing, Buildings and Construction as required by law for their review.

APPROVAL OF NOVEMBER MINUTES

President Wuetcher submitted a draft of the minutes from the regular meeting on November 18, 2020 for the Board's consideration. Patrick Hall moved to approve the minutes as submitted. Maurice Bakke seconded the motion. The Board approved the motion by a vote of 4-0.

FINANCIAL REPORT

Karen reports that the budget is on target.

Annie Denton made a motion to accept the financial report and approve the payment vouchers. Maurice Bakke 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 a balance of \$7178.44 in its checking account. He announced that he would resign as Treasurer of the Friends. Karen will ask the Friends to appoint a new representative to the Board.

WOODFORD COUNTY HISTORICAL SOCIETY REPORT

Susan Buffin reports that the Historical Society has been closed since the week of Thanksgiving due to the recent spike of COVID-19 cases in the county and state.

VERSAILLES REPORT

John Crawford reports many patrons have utilized curbside service to check out library materials, print out documents, make photocopies, and send faxes.

The Library has also had some very successful holiday craft program. Forty make and take kits were made and distributed for a bow-making workshop on December 8. The Library followed this up with a successful "pop-up" program on Monday, December 14 in which patrons decorated hand-carved wooden Santas that were donated by a patron.

MIDWAY REPORT

Stacy Thurman reports that the Branch has remained steady. During more quiet times, staff are shelf reading and weeding the collection. Forty-eight kids created snowman ornaments during a virtual craft program.

DIRECTOR'S REPORT

A. Library Expansion – update

The Library received rating of AA-3 from Moody's. It is believed this will allow the Library to secure a very good interest rate for financing the expansion project.

B. Surplus/salvage items – 131 N. Main St. Versailles

1. Appliances

Karen asked that a Midway resident be allowed to remove the refrigerator, oven, and dishwasher from the second floor.

2. Tin ceiling

Karen would like to have the tin ceiling removed from the building.

Patrick Hall made a motion to declare all items in the building as surplus and authorized the Director to dispose of the items. Annie Denton seconded the motion. The Board approved the motion by a vote of 4-0.

C. Pandemic update/discussion

COVID-19 cases have continued to increase in Woodford County. The county's daily infection rate remains in the critical "red" category. Karen shared that all area libraries are doing curbside service through the first of next year. Several area libraries have announced they will not consider reopening for in-person for service until at least January 19, 2021.

The Board agreed that the Library should remain open only for curbside service at least through the first week of January. If needed, the Board will call a special board meeting to reevaluate the situation.

NEW BUSINESS

Emily Downey of the Woodford County Chamber of Commerce reached out to the Library to sponsor a series of town hall events. It would provide the Library another effective way to reach out to the community. If approved, it would cost the Library \$3,000 over the course of 2021.

Maurice Bakke made a motion to authorize the Library Director to approve the Library's sponsorship of the town hall events for a year at a cost of \$3,000. Annie Denton seconded the motion. The Board approved the motion by a vote of 4-0.

ADJOURN

Patrick Hall made a motion to adjourn the meeting. Maurice Bakke seconded the motion. The Board approved the motion to adjourn by a vote of 4-0. The meeting adjourned at 5:54 p.m.

ATTEST:

President

Secretary

Date: _____