

**The Paul Sawyer Public Library Board of Trustees**  
**Minutes of Regular Meeting of July 12, 2022**  
**5:30 p.m.**

In-person at 319 Wapping Street, Frankfort

1. Call to order and record attendance  
Carolyn Lynch, president, called the meeting to order at 5:30 p.m.  
Attendees: Carolyn Lynch, Manoj Shanker, Mary Lynn Collins, Maria Bartholomew, Patty Crittenden, Connie Crowe, Shane Hecker, Robert Kellerman, Mark Overstreet, Cheryl Sandefur, Jean Ruark (director)  
Guests: Anna Marie Rosen  
President Lynch added an item, time for public comment from Anna Marie Rosen, to the agenda after the director's report.
2. Swearing in of Board members Robert Kellerman and Maria Bartholomew  
Judge Roger Crittenden performed the swearing in ceremony for Robert Kellerman (new appointment to replace Cheryl Sandefur) and Maria Bartholomew (reappointment, 2<sup>nd</sup> term).
3. Approval of agenda  
M. Collins moved to approve, motion seconded by M. Shanker, motion passed unanimously.
4. Approval of minutes of 6-14-2022 Regular Board meeting  
M. Shanker moved to approve as submitted, M. Collins seconded, motion approved unanimously.
5. Approval of minutes of 6-27-2022 Special meeting  
M. Collins moved to approve as submitted, M. Bartholomew seconded, motion approved unanimously.
6. Treasurer's Report  
M. Shanker presented the treasurer's report. Highlights included recognition that the library total funds, at the end of the fiscal year, are up \$400,000, 19%, from the previous year, due to a slight increase in revenue and cost-cutting measures. Revenue was up 6% overall.  
M. Collins moved to accept the report as presented, M. Bartholomew seconded, the motion was approved unanimously.
7. Director's Report  
Jean shared the director's report. Some highlights included:  
Attendance at the Summer Reading Program is great. 1170 Adults, 1502 children, and 377 teens have signed up to participate.  
Two staff members have resigned; one part-time circulation clerk and the teen outreach specialist. Both positions are posted.  
Jean shared that Kimberly O'Donnell, our labor attorney, has recommended a new social media policy. The Personnel/Policy Committee will need to meet to review it before the August meeting.

8. Public Comment – Anna Marie Rosen

Ms. Rosen, one of the Frankfort City commissioners, wanted to speak to the Board about renewable energy. The city is working on a 100% renewable energy plan. Ms. Rosen recalled that a proposal for solar panels on the roof of the library building had been made to the Board several years ago. She encouraged the Board to revisit this idea. The city is working with the National Renewable Energy laboratory (NREL) to develop their plan

Committee reports

- No report from Budget Committee, did not meet
- No report from Building committee, did not meet
- No report from Long Range Planning Committee, did not meet
- The Personnel/Policy Committee did not meet in June, but the appointment of Robert Kellerman to the Voting Board was discussed, and the committee will set a meeting date in July to review the draft of the Social Media Policy as presented by employment law Attorney Kim O'Donnell.
- No report from the Technology Committee, did not meet.

New Business

The slate of officers was completed. C. Lynch and M. Shanker were appointed as President and Treasurer, respectively, in the May meeting. M. Shanker presented a motion to appoint Robert Kellerman as Vice-President and Maria Bartholomew as Secretary; motion was seconded by M. Collins. Motion was passed unanimously.

M. Shanker presented the motion to appoint Cheryl Sandfur to the open position on the Advisory Committee. The motion was seconded by M. Collins, the motion was passed unanimously.

Board members signed up for the committees they wanted to serve on, complete list follows.

A motion to provisionally approve out-of-state travel for Stacy Stamper, for a trip to Columbus, Ohio, in August, for up to \$2,500, was made by M. Shanker, seconded by M. Collins. Motion passed unanimously. Approval for the requested travel to a conference in Indiana, in November was tabled until the estimated cost could be determined.

Motion to adjourn was presented by M. Shanker. Meeting adjourned at 6:18 p.m.

Reminder:

- Next Board meeting: August 9, 2022, 5:30 PM

**Respectfully submitted,**

\_\_\_\_\_, Jean Ruark, Director

\_\_\_\_\_, Carolyn Lynch, President