

The Paul Sawyer Public Library Board of Trustees
Minutes of Regular Meeting on April 11, 2023
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: Cheryl Sandefur, Jean Ruark, Mark Overstreet, Maria Bartholomew, Patty Crittenden, Carolyn Lynch, Mary Lynn Collins, Shane Hecker, Robert Kellerman, Valorie Peduto (V)

- 2. Approval of agenda**

M. Bartholomew made motion to approve the agenda, M. Collins seconded. Motion passed unanimously.

- 3. Approval of minutes of previous meeting**

B. Kellerman made motion to approve March minutes, as submitted, C. Lynch seconded. Motion passed unanimously.

- 4. Treasurer's report**

J. Ruark presented the Treasurer's report. Highlights included: finances appear to be in good standing, investments are around \$3.5 million (bulk of which are in CD's), will be making a small transfer from Whitaker Bank to the operating account at the end of May in order to cover expenses for the following four months.

At the May meeting V.Peduto will provide a more comprehensive update of the Library's CD's and their status.

Overall Library statistics look good, DVD's will probably never return to pre-COVID levels, programs are going well.

M. Collins made motion to accept expenditures in the Treasurer's report, C. Lynch seconded. Motion passed unanimously.

- 5. Communications/Public Comment**

None

- 6. Director's report**

J. Ruark presented the Director's report. Highlights included: a new hire was made in Youth Services (see report), a Community Engagement software update will be presented at May meeting, Ian

Holter (consultant from N. KY) will evaluate and recommend strategies for reducing the Library's energy usage/consumption. M.Overstreet questioned the value of time spent on energy research as opposed to using time in other ways. General discussion ensued resulting in the general agreement that time spent making the Library as energy efficient as possible, is time well-spent.

Programming Proposal - Kitchen-a-la-Cart

Staff is excited by the program, very mobile, will allow Library even greater access to the community in more creative ways, but it is expensive. General discussion included: several libraries in KY have incorporated this or similar programs, these food programs are becoming a popular nationwide trend, the cart can be stored on the third floor, a ramp, for ease of movement, will need to be built, interest in pursuing the Farmer's Market and the Extension program as potential contributors to off-set cost (also to ensure there is no conflict of interest). Garden Club Director (Second Street School) and Donna Hecker - possible contacts to assist with the program.

M. Collins made motion to approve expenditure for Kitchen-a-la-Cart program, C. Lynch seconded the motion. Motion passed unanimously.

The company supplying glycol made a calculating error, of which they are aware of, the bill will not be paid until the Library has received a corrected invoice.

7. Committee reports

- a. **Budget** -Did not meet
- b. **Building** - Did not meet
- c. **Long Range** - Did not meet
- d. **Policy/Personnel** - met by email. C. Lynch's term as voting board member ends as of June 30, 2023. Policy/Personnel committee recommends appointing C. Lynch (as Voting member) and C. Crowe (as alternate) to Fiscal Court.

C. Lynch made motion for Fiscal Court appointment, M. Collins seconded motion. Motion passed unanimously.

Committee will set a date to discuss wages.

e. Technology - Did not meet

8. Old Business - None

9. New Business - Mobile Kitchen Cart program addressed during the Director's report.

10. Adjournment

M. Collins made motion to adjourn, motion seconded by C. Lynch.
Meeting adjourned at 5:58 p.m.

Respectfully submitted,

_____, Carolyn Lynch
President

_____, Maria Bartholomew
Secretary