OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on Tuesday, October 20, 2026.

Call to Order
President Petzinger called the meeting to order at 9:33 a.m. Attending the meeting were Wes Petzinger, Mark McMillen, Glenn Manns, Martha Hamilton, Beckie Brown, Assistant Director Kim Hunter, and Director Cyndi Clifton.

Public Comment
There were no public comments.

Approval of minutes
Trustee Petzinger made a motion to approve the minutes for September. Trustee Manns seconded. All voted aye.

Financial Reports and Disbursements
The general operating account and the reconciliation details were reviewed as well as the credit card expenses for the month. All expenses were in line with the approved budget.

Trustee Manns made the motion to approve the Financial Report. Trustee McMillen seconded. All voted aye.

Library Statistics
On the Library Statistics Report for September, we had 2119 patrons who used all library services. 44 programs were held with 862 participants. Public computer users numbered 246. The website had 618 hits. Circulation was 4539. Inter-library loans numbered 45 for the month, and Hoopla/Overdrive/Kanopy had 906 users.

Regional Librarian Report KDLA

The Board reviewed the October 2026 KDLA report, noting recent changes to the trustee appointment process under KRS 173.450/173.710 and a new mandate from HB869 requiring all public notices to list both Eastern and Central time zones. Additionally, guidance was provided regarding tax-exempt verifications on IRS.gov, noting that public libraries qualify under Code 170(c)(1) as governmental entities. Trustees were also reminded to complete the anonymous LSTA Evaluation Survey before the October 31, 2026 deadline.

Librarian's Report

Sewer repairs are being planned with Rodney Cammack, the annual audit is underway with a target completion date of December 2026, and a new state-funded "Teaching Books" digital resource is now live on the website.

Assistant Director's Report

Notary service has continued to increase as well as the attendance of kids and teens. Annual Halloween party scheduled to kick off Monday 26th, 5-7pm.

Business

Signing of the KDLA annual report acknowledgement form by President Petzinger. A motion was made by President Petzinger to accept the report, with a second by Trustee Hamilton. All voted aye.

Board reviewed newly drafted notary policy. There were no recommendations to the policy that was presented. Trustee Hamilton made the motion to approve the notary policy. Trustee Petzinger seconded it. All voted aye.

Board reviewed recommended updates to the library's circulation policy, which was last revised in 2021. All members were in agreement with the recommended changes. Trustee Manns made the motion to approve the Circulation Policy. Trustee Brown seconded it. All voted aye.

The next meeting will be held on November 17, 2026, at 9:30 a.m. at OCPL. Trustee Petzinger made a motion to adjourn the meeting. Trustee Hamilton seconded the motion. All voted aye. The meeting was adjourned at 10:28 a.m.

Respectfully submitted by:

Beckie Brown

