

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on December 21, 2021.

Call to Order

Was made by President Wes Petzinger at 9:33 am. Attendants to this meeting were Wes Petzinger, Rachel Cobb, Sam Taylor, Mark McMillen, Mimi Quiroz and Library Director Cyndi Clifton.

Approval of minutes

Trustee Petzinger made the motion to approve the minutes from November 16, 2021, trustee Cobb seconded. All voted aye.

Public Comment

There were no public comments.

Financial/Disbursements

The board revised the general operating account, the reconciliation detail the outstanding charges this month are the OverDrive that is paid twice a year, Envisionware Inc., JanWay, this company makes the black library bags given to patrons and will last at least 3 years, and the down payment to Dale Stevens Woodwork shop. On the credit card reconciliation, everything was routine. Trustee Petzinger made the motion to approve the Financial Report, Trustee Taylor seconded. All voted aye.

Library Statistics

According to Library Statistics report, this month November 2021, the Library had an increased to 2,566 patrons that used all services provided by the Library. There were 42 programs held with 778 participants. Computer users were 255. Visitors 756 and, OverDrive 272, website had 1063 visits and, 173 calendars printed. Check Ins/Outs and renewals totaled 5112. The meeting rooms are still open to public using Covid-19 protocols. The Library also hosted a Job Fair.

Regional Librarian Report

This month's KDLA does not do a topic but provides the 2022 Kentucky Public Library Calendar; KDLA offers training opportunities for Librarians, library staff, and Trustees through the year.

Librarian's Report

The work on the Book Mobile is still in progress, it hit a snag when trying to have passenger seat adapted. All the expenses will be cover with the grant awarded from R.C. Durr Foundation. The Kanopy App is going slowly, with more advertisement and reaching out to Ms. Ripy at the High School hopefully, we will get more users. This year the Staff Appreciation day was at Slippery Rock Signs; the ladies had a great time and thank the Board for their generosity in providing food.

Business

Policy Review/Approval the following Policies were revised, approved and adopted on December 21, 2021.

- The Procurement Policy was revised, trustee Petzinger made the motion to approve it and trustee Mc Millan second it, all voted aye.
- The Sponsorship Policy was revised, trustee Petzinger made the motion to approve it and trustee Taylor second it, all voted aye.
- The Trustee Orientation Policy was reviewed and trustee Petzinger made the motion to approve it and trustee Taylor second it, all voted aye.
- The Whistleblower Policy was revised, trustee Cobb made the motion to approve and trustee Petzinger second it. These four items will complete the set of the Top 10 policies to have in place per KDLA.

Trustee Petzinger made the motion to adjourn at 10:21 am and trustee McMillen seconded. All voted aye.

The next schedule meeting will be January 18, 2022 at 9:30 am at the Owen County Public Library.

Respectfully,



Mimi Quiroz M.