

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in special session on February 19, 2021 due to weather conditions postponing the regular scheduled meeting. Trustees in attendance were Cobb, Petzinger, Taylor, and Ashcraft. Librarian Clifton was also present. President Petzinger called the meeting to order at 9:39 A.M. Trustee Taylor made the motion to approve the minutes from January 2021. Trustee Cobb seconded the motion. All voted aye. There were no public comments.

FINANCIAL/DISBURSEMENTS

The general operating account and reconciliation detail were presented. There were no unusual disbursements. The credit card reconciliation was also reviewed. The profit/loss previous year comparison was presented. The county tax monies are behind last year's collections. There are three CD's maturing in the next three months. Trustee Petzinger made the motion to accept the reports and it was seconded by Trustee Cobb. All voted aye.

LIBRARY STATISTICS

The library had 1,802 patrons visit the library in January. Wi-Fi had 738 users. 304 patrons used the computers. There were 4 virtual programs with 157 people taking part. Outreach had 267 book deposits. The categories for all services offered by the library totaled 2,857. Hoopla and Overdrive are still being used.

REGIONAL LIBRARIAN REPORT

The KDLA trustee manual has been updated and can be accessed on the KDLA website. March is National Reading Month. March 2nd is Read Across America Day. The KDLA conference will present 13 awards and 3 scholarships this year. The KDLA website has more information. Orientation for new trustees is available on the website along with a certification program for trustees.

LIBRARIAN REPORT

It is business as usual at the library. The Summer Reading Program had their first meeting. The theme this year is Tales and Tails. The library will be decorated and the team is working to secure virtual performances. Grab and go kits will also be made available to go with the theme. The Friends of the Library is committing \$5,000.00 to defray the cost of this year's program. More information will be shared next month.

The staff appreciation dinner is still on hold.

Two new legislative bills have been introduced. House bill 368 would require taxing districts to pay a fee to the County PVA. Senate bill 149 relates to library board appointments. This bill has failed before and the advocacy group feels it will do the same this year.

BUSINESS

OCPL does not have a reserve fund policy. KDLA recommends that libraries have three types of reserves: Operational, Emergency, and Capital. Librarian Clifton presented a policy outlining the three types. The operational account should have six months operating expenses. The emergency reserve

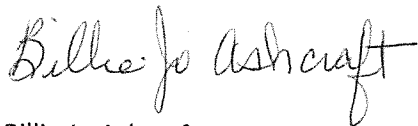
should have \$150,000.00. The capital reserve should be used to support improvements and construction. Money should be added to this fund if the other funds have met the goals. After discussion, no action was taken. The discussion will continue next month.

The next item of business was the absence of a salary schedule or pay scale for employee salaries. Librarian Clifton stated she will have a proposed schedule for the trustees at the March meeting. After further discussion, the trustees reviewed the current hourly wages for employees. Trustee Cobb made a motion that adjustments needed to be made to some of the hourly rates today. Trustee Taylor seconded the motion. All voted aye. Next month when the proposed schedule is presented and approved, it would not be enacted until July 1, 2021.

A motion to adjourn at 10:45 A.M. was made by Trustee Petzinger and seconded by Trustee Cobb. All voted aye.

The next scheduled meeting is March 16, 2021 at 9:30 A.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Billie Jo Ashcraft". The signature is written in black ink and is positioned above the printed name.

Billie Jo Ashcraft