

## OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on May 16, 2023.

### **Call to Order**

President Wes Petzinger called the meeting to order at 9:36 am. Attending the meeting were Wes Petzinger, Rachele Cobb, Mark McMillen, Mimi Quiroz (via Zoom), Library Director Cyndi Clifton and Assistant Director Kim Hunter.

### **Approval of minutes**

Trustee Petzinger made the motion to approve the minutes from the April 2023 meeting, trustee Quiroz seconded. All voted aye.

### **Public Comment**

There were no public comments.

### **Financial Reports and Disbursements**

The general operating account and the reconciliation detail were reviewed as well as the credit card expenses for the month. All of the expenses were in line with the approved budget with no abnormalities.

Trustee Petzinger made the motion to approve the Financial Report, Trustee Cobb seconded. All voted aye.

### **Library Statistics**

On the Library Statistics for April 2023, we had 2612 patrons that used all Library services. 47 programs were held with 937 participants. Public computer users were 373. The website had 994 hits. Check Ins/Outs and renewals were 8750 for the month.

### **Regional Librarian Report KDLA**

This month's KDLA report included news of a new KDLA Commissioner, orientation sessions for new directors and trustees, DLG Filing Deadlines and the KY Saves 529 Sweepstakes.

### **Librarian's Report**

**Roof Update** – The roof replacement should begin within the next week.

**Property Survey** – Cyndi has contacted Cahill Surveyors regarding a survey for the library property. They told her it would be 4-6 weeks until they could get ours done, but would try to get here sooner.

**Trustee Appointments** – With the Fiscal Court's approval, Judge Bowling appointed Wes Petzinger to serve a second term on the library board. He also appointed Martha Hamilton to take Mimi Quiroz's seat that will become vacant on June 30<sup>th</sup>.

**Budget discussion** – Director Clifton presented the draft budget to the board. She outlined the categories that could be modified (Administration, Capital Outlay, and Operations) and those that could not (Debt Payment & Payroll). She reviewed each line item outlining the need and reasoning for each. There was discussion and ultimately the group was happy with the draft that was presented. Trustee Petzinger made the motion to approve the draft and Trustee McMillen seconded. All voted aye.

Trustee McMillen made the motion to adjourn at 10:46 am and Trustee Cobb seconded. All voted aye.

The next schedule meeting will be June 20, 2023 at 9:30 am at the Owen County Public Library.

Respectfully submitted by:

A handwritten signature in black ink that reads "Cyndi Clifton". The signature is written in a cursive, flowing style.

Cyndi Clifton (in trustee Quiroz's absence)