

OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Public Library Board of Trustees met in regular session on October 20, 2020. Trustees in attendance were Taylor, Cobb, Petzinger, Quiroz and Ashcraft. Librarian Clifton was also in attendance. President Petzinger called the meeting to order at 9:32 A.M. A motion to approve the minutes from the regular September meeting and the special called meeting on September 29, 2020 was made by Trustee Quiroz and seconded by Trustee Cobb. All voted aye. There were no public comments.

FINANCIAL/DISBURSEMENTS

The general operating account was reviewed. The reconciliation summary and detail were presented and discussed. Unusual payments were made for Covid 19 precautions and new equipment. There were 6 uncleared transactions. The profit/loss previous year was discussed. Trustee Taylor made the motion to accept the reports. Trustee Petzinger seconded. All voted aye.

REGIONAL LIBRARIAN REPORT

Implicit Bias Training was held virtually on October 8, 2020. There are grants available from the American Library Association for small and rural libraries. The KDLA website spotlight is on College level library courses. Information is available on tuition and fees from 50 colleges and universities.

LIBRARIAN REPORT

Hoopla and Overdrive are still going strong. There were 1,748 patrons that used the library resources in September. The website visits totaled 983, the Wi-Fi had 494, and 208 used the computers. The letters for the History Room are done and will be picked up this week. Librarian Clifton informed the board that the tax levy would be different next year. Fiscal Court has to approve the tax rate before the library board approves the rate. The library's credit card has a cash back feature. Librarian Clifton will check into how much can be generated by having general expenses paid automatically on the card. Three families contributed to the library. The Kentucky Career Center has asked the library to become a certified access point. They need a place to meet if needed. Little training is required. Trustee Petzinger made the motion to proceed. Trustee Cobb seconded the motion. All voted aye. The KLA conference was held virtually. Topics included were the PVA office, state aid, and State of the

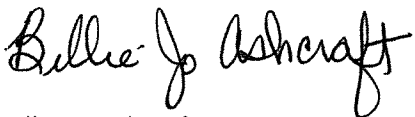
Commonwealth. The KDLA has resources for the visually impaired. A new tablet is available. An oversight in paying Envisionware on the library's computers was found. This included up-dates and allows patrons to print from the computers. The library charges for this service. The cost to renew and receive all up-dates is approximately \$1300.00. Librarian Clifton stated that for \$750.00, the library could add wireless printing. There would also be a fee for this service. Trustee Petzinger made the motion to approve the expenditures. Trustee Taylor seconded. All voted aye. Librarian Clifton presented a health screening sheet for employees to use when they report to work. It will be implemented immediately. Librarian Clifton reported that Joan Goderwis is ready to return to work full time. Kim Hunter will begin her new job on November 1, 2020 as Electronic Resources Coordinator.

BUSINESS

The approval of surplus material was finalized. The trustees had approved the Grant County Library to receive a book- drop box that was in storage. The policy for approved holidays was reviewed. Trustee Ashcraft made the motion to be closed on Election Day as stated in the policy. Trustee Taylor seconded. All voted aye. The Employee Social Media Policy was presented. No action was taken until the trustees have the opportunity to review. A motion to adjourn at 10:43A.M. was made by Trustee Petzinger and seconded by Trustee Taylor. All voted aye.

The next regular scheduled meeting is November 17, 2020. At 9:30A.M.

Respectfully submitted

A handwritten signature in black ink that reads "Billie Jo Ashcraft". The signature is written in a cursive, flowing style.

Billie Jo Ashcraft