

## OWEN COUNTY PUBLIC LIBRARY BOARD MEETING MINUTES

The Owen County Library Board of Trustees met in regular session on Tuesday, April 16, 2024.

### **Call to Order**

President Petzinger called the meeting to order at 9:37 a.m. Attending the meeting were Rachele Cobb, Mark McMillen, Wes Petzinger, Martha Hamilton, Kim Hunter, and Director Cyndi Clifton. Glenn Manns was absent.

### **Public Comment**

There were no public comments.

### **Approval of minutes**

Trustee Petzinger made a motion to approve the minutes for March. Trustee Cobb 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. The director reported that we are waiting on a tax check from the sheriff. Trustee Hamilton made the motion to approve the Financial Report. Trustee Petzinger seconded. All voted aye.

### **Library Statistics**

On the Library Statistics Report for March, we had 2898 patrons who used all library services. 50 programs were held with 1208 participants. Public computer users numbered 327. The website had 940 hits. Circulation was 8475. Inter-library loans numbered 66 for the month. Overdrive and Kanopy both show increased usage from this time last year. The book mobile reported more hours for March. There were 29 adult education appointments for the month.

### **Regional Librarian Report KDLA**

Tricia MacCallum has joined KDLA as the new Training Development Specialist. The Kentucky Talking Book Library has over 20,000 braille and 142,000 audiobooks for people with vision problems or problems where they are unable to hold a book. KTBL has 2 programming kits on use of these materials. The Kentucky Public Library Association will have new Jay McChord workshops on more effective communication.

### **Library Director's Report**

**Hoopla Account**—The Ohio Valley United Charities met and decided to allow us to keep the additional \$1600 left from the book return purchase. This money has been deposited in our Hoopla account and will be very beneficial.

**Vehicle Update**—The staff loves the new Traverse. We are ready to advertise the old van. Todd Spurgeon is reviewing our ad. We will place it in News-Herald and on our Facebook page.

**Budget Update**—We have received a quote for health insurance that will increase by 9.7% over last year. It still appears to be the best plan for us. The policy is through the Kentucky Association of

Counties and is with Anthem. The property insurance quote has not come in, yet. We still need some IT quotes, but once those are received, we will review the budget again.

**Business**

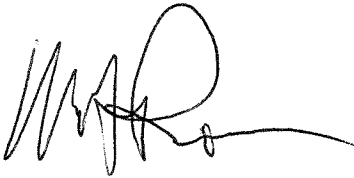
**Advertisement for Van** – Todd Spurgeon has reviewed and edited the advertisement for the van. Trustee Petzinger made a motion to accept the advertisement, and Trustee Hamilton seconded it. All voted aye.

**Director Performance Review** – Director Clifton gave the Board documentation of various options on raises for the director and the staff. She and Ms. Hunter left the room while the trustees completed the Director's evaluation document and discussed the Director's raise. All trustees agreed that Director Clifton is an exceptional leader and director. Trustee Cobb made a motion to give Director Clifton a 6% raise for next year. Trustee McMillen seconded the motion. All voted aye.

The next scheduled meeting will be Tuesday, May 21, 2024, at 9:30 at the Owen County Public Library. Trustee Petzinger made a motion to adjourn. Trustee Hamilton seconded. All voted aye. The meeting was adjourned at 10:36 a.m.

Respectfully submitted by:

Martha Hamilton, Secretary

A handwritten signature in black ink, appearing to be 'M. Hamilton', written in a cursive style.