
**Minutes of the Hopkinsville-Christian County Public Library Board of Trustees
August 2019**

The HCCPL Board of Trustees meeting was called to order by President Jason Carroll, at 5:35pm on August 26, 2019. Other trustees present were Tracie Jenkins, Ryann Mabry, James Adams, Ollie Dixon, Bart Cayce, Laura Waldron, and Melissa Kempa. Director DeeAnna Sova was also present.

Mr. Carroll moved the financials to the end of the agenda.

Mr. Cayce made a motion to approve the June regular minutes and the July special meeting minutes as presented and the July regular minutes with Laura Waldron added as being in attendance. The motion was seconded by Mrs. Dixon. The motion carried unanimously.

During public comments, Ms. Toni Riley invited all Trustees to the Friends of the Library's annual meeting being held on September 17th at 4:30pm. Susan Dunman was not present for the meeting tonight.

Mr. Carroll mentioned the recent passing of Ms. Charlotte Jones a former Trustee and Librarian with HCCPL. Mr. Carroll asked the Trustees to think of a special way that we might honor her service.

Mr. Carroll announced that he will be resigning as President of the Board after the October meeting. He appointed the Policy Committee (Tracie Jenkins, Laura Waldron, and Joe Leavell) to have a nominee to elect at the September meeting as a replacement.

Mrs. Sova presented the Director's report and the Imagination Library report.

The Policy Committee presented modifications to the HCCPL Handbook in regard to the age at which children are able to attend programs and the Library without direct adult supervision. In order to be in line with that policy change, the Patron Internet Policy was updated to reflect children 12 and under need adult supervision while using the Library computers. The Internet Policy was also updated to include that patrons must have a library card or valid photo ID to use the computers. Finally, the Fee Schedule was updated to include a printing fee for the Drivers Education Book. Mr. Cayce made a motion to accept the Children's Policy, Patron Internet Policy, and the Fee Schedule as presented. The motion was seconded by Mrs. Kempa. The motion carried unanimously.

The Policy Committee also presented updates to the Employee Handbook's Disciplinary Action, Attendance Policy, as well as new policies for additional leave time for Shift Managers and 32-hour employees. After discussion, Mr. Carroll asked that these policy updates be tabled until the September meeting.

The Building and Maintenance Committee has assisted Mrs. Sova in purchasing two new hot water heaters for the Library. In addition, they are assisting with the wording for lighting bids.

The Fundraising Committee is continuing to meet and collect ideas for potential fundraising opportunities.

Mrs. Mabry presented the financials for both June (end of 2018-2019 budget) and July. Mr. Adams made a motion to accept the financials as presented and Mrs. Waldron seconded. The motion carried unanimously.

No Old Business or New Business needed to be presented.

With no further items on the agenda, Mrs. Dixon made a motion to adjourn the meeting at 7:07pm and Mrs. Kempa seconded.

Respectfully submitted,
Tracie Jenkins, Secretary