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### Minutes of the HCCPL Board Meeting, Monday February 17, 2020

A regularly scheduled meeting of the Board of Trustees of the Hopkinsville-Christian County Public Library was held on Monday, February 17, 2020 at 5:30 p.m. Those present were James Adams, Tracie Jenkins, Ryann Mabry, Bart Cayce, Jerry Gilliam, Melissa Kempa, Slone Cansler, Laura Waldron, and Ollie Dixon. Absent were Cary Bruce, and Joe Leavell. Also present was HCCPL Executive Director, DeeAnna Sova.

The meeting was called to order at 5:30 pm.

There was an adjustment to the agenda to allow Thurman and Campbell representative Tommy Turner

To present audit findings for HCCPL. Turner reported no significant audit issues and no corrections to the audit. Turner shared that HCCPL had a fund balance which indicates a strong financial position and that the organization had a good year. Turner did call the Board's attention to the HCCPL retirement plans for employees and mentioned that Kentucky's consistent issues with underfunding pensions is a concern. There were no internal control findings for the audit nor were there any issues in the areas of compliance with state laws. Gilliam inquired whether \$11,000 was the customary charge for having an audit performed. Some discussion was had about whether the contract for the audit should be put up for bid. Additional discussion was had about how difficult it can be to find a firm to perform a governmental audit in Hopkinsville.

A motion was made by Laura Waldron to approve the January minutes. Bart Cayce provided a second. Minutes for January were approved.

Mabry presented the December and January financials. Mabry reported that December marked the half way point for HCCPL with regard to budgeting and financials. She reported that all accounts for the library were health and in good shape at the end of the first half of the year. She also reported that Imagination Library is 43% of the way to their \$40,000 annual fundraising goal. A motion was made by Bart Cayce to approve the December and January financials. A second was provided by Ollie Dixon. December and January financials were approved.

Diane Wood shared with the Board that Sarah Hardison (Imagination Library) had produced the largest enrollment ever for the HCCPL Imagination Library.

Hardison reported that Imagination Library has been working hard with the City of Oak Grove to possibly make financial contributions from the City of Oak Grove a part of that city's regular budget which would provide an annual funding stream for the city to continue to offer library services. The Love the Wine You're with event sold out in two weeks. There were 47 tickets sold and each ticket sponsors a child in Imagination Library for one year. Hardison has been in discussion with local elementary schools to create a fundraiser that would allow teachers to wear jeans to work for an entire year for a \$25 donation to Imagination Library.

Dee Anna Sova provided the Board with the Director's Report. HCCPL will be partnering with the Hopkinsville Rec. Dept., Christian County Health Dept. and Jennie Stuart Health for a Spring into Health event on April 1<sup>st</sup>. Sova also invited the Board to attend the upcoming United Way dinner on behalf of

HCCPL. Sova reported that the Harry Potter book night was a success though attendance was lighter than she had hoped.

HCCPL has been selected to receive a grant that will begin January 2021 to go through April 2021. The Science in Play To Go (SIP2Go) grant is a partnering opportunity with the Kentucky Science Center. The grant provides a mobile version of the Science Center located in Louisville, Ky. The mobile unit will be at HCCPL and the grant will cover compensation for 1 full time or 2 part time education specialists to facilitate the exhibits, field trips, etc.

There were no committee reports, however, Sova did report that she had spoken with a consultant who will be at the library March 12<sup>th</sup> to do a walk through and examine ways HCCPL could better utilize its current space. There will be no charge to HCCPL for the consultation.

There was no old business.

Mabry addressed the budget and shared that those working on the budget were expecting a 5% budget reduction from the City of Hopkinsville. She reported that the director would request the same amount of funding as was requested last year from the city and that an increase in funding would be requested from the county. Additional funding will be coming from the Tandy Trust. Mabry also reported that the employee salaries account for the largest expenditure for HCCPL.

Discussion was had about making a request to the Christian County Fiscal Court to fund a \$50,000 book security system. A \$200 print management system would also be included in the one-time ask. The total cost for both systems to be implemented is approximately \$60,000. HCCPL would pay the remaining \$10,000 cost from estate funds.

Mabry explained that HCCPL is only requesting an additional 3.91% in funding from the Tandy Trust. HCCPL is actually eligible to request an additional 5% of the three year average, however, she explained HCCPL wants to be a good steward of the trust funds and has elected to take request a lesser amount.

Gilliam suggested that HCCPL ask the City of Hopkinsville for an additional dollar amount over last year's 5%. Gilliam explained that county dollars are being stretched to their maximum at this time as expenses have outpaced revenue and the county has been up the difference as a result of city funding being reduced.

Sova shared that the February 18<sup>th</sup> Hopkinsville City Council meeting would include a proposal for a tax increase and that if the increase passes through the council HCCPL may be able to continue to receive the customary funding, but if the increase does not pass HCCPL may see a decrease of 5% in funding from the city. Waldron suggested that the city should be asked given that the city continues to decrease funding and the county continues to make up the difference.

Adams made a motion to request a 3% increase from the City of Hopkinsville. Waldron provided a second. Cayce amended that motion to include a one-time ask of \$10,000 from the City of Hopkinsville to help fund the new book security and print management systems discussed earlier. Mabry explained that she will add a 3% city funding increase request for Imagination Library to fund book purchases making the county funding request \$40,000 which is a 6.88% increase. The second to the motion was provided by Dixon.



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Adams made a motion for the meeting to adjourn and a second was provided by Cayce. The meeting adjourned at 7:08 pm