

MINUTES OF A MEETING OF THE
BOARD OF DIRECTORS

HELD ON
March 14, 2016

A Meeting of the Library Board of Directors of the Kanawha County Public Library was held on Monday, March 14, 2016 at 4 p.m. at the Main Library in Charleston.

The following Board Members were present:

Mr. M. Albert	Ms. C. Morgan
Dr. M. Blackwell	Ms. J. Pauer
Ms. S. Haden	Ms. S. Poffenbarger
Ms. M. Jaensson	Ms. A. Silbernagel
Mr. J. Jarrett	Dr. R. Stuart
Ms. B. Lord	Mr. B. Thomas
Ms. E. Lord	Mr. J. Withrow

KCPL staff members present were Mr. Alan Engelbert, Director; Ms. Toni Blessing, Associate Director for Public Services; Ms. Terry Wooten, Marketing and Development Manager; Mr. Tim Venitsanos, Facilities Manager; Ms. Marsha Alford, Human Resources Manager; and Ms. Tricia Stringer, Administrative Coordinator.

Also present were William Wilkinson and Jodey Altier from Perry & Associates.

Ms. Morgan presided. The Director served as Secretary. The President reported that a quorum was present.

Ms. Morgan welcomed two new Board Members, Dr. Mickey Blackwell and Mr. John Jarrett to their first meeting.

Approval of Minutes. Upon motion duly made, seconded and adopted, the minutes of the February 8, 2016 meeting were approved as distributed to the Board.

Approval of Bills. In accordance with Bylaws and on motion duly made, seconded, and adopted, the payment of General Bills in the amount of \$212,101.85 and the Book Bills in the amount of \$108,724.08 were approved and transmitted for payment by the Library Director to the Board of Education of the County of Kanawha.

Approval of Bills - Special Funds. The Library Director submitted bills to be paid from Special Funds of \$7,156.19 duly certified and approved in accordance with the Bylaws and on

motion duly made, seconded, and adopted, it was ordered that the bills set out on the said list be paid.

Approval of Bills – Construction Fund. The Library Director submitted bills to be paid from the Construction Fund in the amount of \$18,138.68 duly certified and approved in accordance with the Bylaws, and on motion duly made, seconded, and adopted, it was ordered that the bills set forth on the list be paid.

REPORTS OF COMMITTEES:

Finance Committee: Review and Acceptance, FY 2015 Audit (Perry & Associates)

Ms. E. Lord advised the Board that the Finance Committee met with representatives from Perry & Associates to review the draft audit of Kanawha County Public Library, which includes the Library Foundation of Kanawha County, Inc. for 2014/2015, and are forwarding it to the Board with a recommendation for approval. Copies of the audit were distributed to all Board members prior to today's meeting.

Mr. Wilkinson and Ms. Altier reviewed the Audit findings for the Board. Mr. Wilkinson generally explained the auditing process and steps taken in reviewing the accounts of the Library and stated that there were no adverse findings, no deficiencies of internal control and no issues of non-compliance for 2014/2015.

Ms. Altier provided an overview of GASB 68 Accounting Standard Regarding Pension Liabilities and how the new standard applies to KCPL.

Upon a motion made and carried, the Audit for the Kanawha County Public Library was approved, including adoption of the GASB 68 Accounting Standard by KCPL.

Resolutions to Establish Levy Request Levels for FY 2017

Ms. E. Lord reviewed the Levy resolutions with the Board. These amounts requested were calculated using the same methods and formulas as in previous years for the City of Charleston and the County Commission. After Board approval, a request letter and copy of the appropriate resolution will be sent to each levying authority. Ms. E. Lord advised that the Finance Committee met and recommends approval of the resolutions. Upon a motion duly made and carried, the following resolutions were approved:

Levying Authority - City of Charleston

RESOLVED, that the Library requests the City of Charleston to lay a levy, in accordance with Section 5 of Chapter 178 of the Acts of the West Virginia Legislature, 1957, which will produce \$1,032,724 required for

the support, maintenance and operation of the Library and its branch libraries for the fiscal year beginning July 1, 2016;

RESOLVED FURTHER, that such request be transmitted to said City of Charleston by letter from the Board of Directors of the Library duly signed by its President.

RESOLVED FURTHER, that the officers of the Board of Directors of the Library and the Library Director be authorized and directed to sign such other papers and to perform such acts as may be necessary to effect the proper laying of the said levy by the City of Charleston authorized by the said statute, in order to provide for the support, maintenance and operation of the Library and its branch libraries, as aforesaid.

Levying Authority - Kanawha County Commission

RESOLVED, that the Library requests the County Commission of Kanawha County to lay a levy, in accordance with Section 5 of Chapter 178 of the Acts of the West Virginia Legislature, 1957, which will produce \$3,132,503 required for the support, maintenance and operation of the Library and its branch libraries for the fiscal year beginning July 1, 2016;

RESOLVED FURTHER, that such request be transmitted to said County Commission by letter from the Board of Directors of the Library duly signed by its President.

RESOLVED FURTHER, that the officers of the Board of Directors of the Library and the Library Director be authorized and directed to sign such other papers and to perform such acts as may be necessary to effect the proper laying of the said levy by the County Commission of Kanawha County authorized by the said statute, in order to provide for the support, maintenance and operation of the Library and its branch libraries, as aforesaid.

Ad Hoc Building Projects Committee. Ms. Morgan provided an update to the Board regarding the activities of the Committee which are currently focused on project definition and siting of the Main Library. There will be a meeting of the Committee later this week that will include visits to various potential sites led by Brooks McCabe, followed by review and discussion. Ms. Morgan will provide updates on the work of the Committee to the Board going forward.

OLD BUSINESS:

A reminder that the Friends' Basket Auction fundraising event will be held on April 30th. Board members will receive tickets in the mail shortly.

NEW BUSINESS:

National Library Week Resolution. Upon motion duly made, seconded and carried, the following resolution was approved.

WHEREAS, April 10 through April 16, 2016 will be celebrated as National Library Week, and

WHEREAS, the Kanawha County Public Library system staff again, during the past year, has exhibited its dedication to continuing the delivery of quality services to library patrons as exemplified by the sustained use of over one million items in the collection last year, the continued success of the of the summer library clubs for children and adults, and the successful return of the West Virginia Book Festival, and

WHEREAS, the Kanawha County Public Library system staff have also planned, programmed and implemented many other activities in the past year that have resulted in the expansion and improvement of library services provided to patrons.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Kanawha County Public Library, that on the occasion of National Library Week, the staff of the Kanawha County Public Library system are hereby commended for its continued effort to provide patrons with the most effective services, materials and facilities possible in order to contribute to the level of quality of life desired by the patrons with regard to public library services, and

BE IT FURTHER RESOLVED, by the Board of Directors of the Kanawha County Public Library system that this resolution of commendation be made known to all members of the staff.

There being no further business the meeting was adjourned.

President

Secretary