

MINUTES OF A MEETING OF THE
BOARD OF DIRECTORS

HELD ON
June 13, 2016

A Meeting of the Library Board of Directors of the Kanawha County Public Library was held on Monday, June 13, 2016 at 4 p.m. at the Main Library in Charleston.

The following Board Members were present:

Mr. M. Albert	Ms. J. Pauer
Dr. K. Bailey	Ms. S. Poffenbarger
Dr. M. Blackwell	Ms. V. Rugeley
Ms. S. Haden	Ms. A. Russell
Ms. M. Jaensson	Ms. A. Silbernagel
Mr. J. Jarrett	Mr. B. Thomas
Ms. C. Morgan	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; Ms. Melissa Burchett, St. Albans Branch Manager; Ms. Katie Murray, Children's Librarian; Mr. Stuart Frazier, Marketing Coordinator; Ms. Sarah Mitchell, Main Library Public Services Manager; and Ms. Tricia Stringer, Administrative Coordinator.

Mr. Jody Driggs and Mr. Brian Estep from Silling Associates were also present.

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

Approval of Minutes. Upon motion duly made, seconded and adopted, the minutes of the May 9, 2016 meeting were approved as distributed to the Board.

Approval of Bills. In accordance with Bylaws and on a motion duly made, seconded, and adopted, the payment of General Bills in the amount of \$155,614.40 and the Book Bills in the amount of \$119,692.90 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 in the amount of \$2,824.79 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 \$39,470.05 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:

Public Services Committee. Ms. Morgan previously had charged the KCPL Board's Public Services Committee to develop recommendations to adjust services provided at St. Albans Branch proportionate to the reduction in support received from the City of St. Albans, with the objective of minimizing disruption in services and programs. Ms. Silbernagel reported that the Committee met and, based on a careful review of financial and patron use data, recommend adjustments to hours as embodied in the previously distributed resolution. A motion was duly made and approved that the following resolution be adopted.

WHEREAS, the Kanawha County Public Library was established in its present form in 1957 by an Act of the Legislature that included ongoing funding of the Library through the County Commission, the Board of Education and the City of Charleston; and

WHEREAS, in 1962 the people of the City of St. Albans completed construction and furnishing of a new public library and requested that the Kanawha County Public Library assume operations of said library; and

WHEREAS, on February 6, 1962 the Kanawha County Public Library agreed to assume operation of what became the St. Albans Branch and agreed to provide service at a level approximately equal to that provided in Charleston provided that the City of St. Albans agree to contribute funding for Library operations on the same basis as does the City of Charleston; and

WHEREAS, over the 54 years it has been in place, the Agreement has supported a high level of library services and programming at the St. Albans Branch Library; and

WHEREAS, beginning in the 2011/2012 fiscal year and continuing through the 2015/2016 fiscal year the City of St. Albans has consistently budgeted and remitted less than the level of support called for in the Agreement; and

WHEREAS, for fiscal year 2016/2017 the City of St. Albans reduced the budgeted support for library service from \$97,258 to \$50,000 when the Agreement results in a calculation of \$124,904; and

WHEREAS, this reduction in support by the City of St. Albans caused reductions in the Library Budget that must be offset by proportionate reductions in open hours at the St. Albans Branch totaling eight hours per week; and

WHEREAS, in order to make proportionate reductions in hours that have the least impact on access to library services at the St. Albans Branch library the Public Services Committee and Library staff conducted a careful analysis of use patterns;

NOW, THEREFORE BE IT

RESOLVED, that, effective July 1, 2016 the St. Albans Branch of Kanawha County Public Library close at 8:00 p.m. on Monday and Tuesday evenings and that Saturday open hours of service be eliminated; and be it further

RESOLVED, that the Branch remain open an additional hour on Friday to 6:00 p.m.; and be it further

RESOLVED, that the Board of Directors takes these actions only reluctantly and hopes that the City of St. Albans will be able to resume providing support to the Library sufficient to allow restoration of hours and services in the future.

OLD BUSINESS:

Ad Hoc Nominating Committee. Mr. Albert reported that the Nominating Committee had discussed the slate of officers to put forward to the Board. The Nominating Committee recommends the following slate of officers of the KCPL Board of Directors for fiscal year 2016-2017:

Ms. Monika Jaensson	President
Mr. Ben Thomas	First Vice President
Ms. Stephanie Haden	Second Vice President
Mr. Alan Engelbert	Secretary/Treasurer

Ms. Morgan reminded that Board that nominations could also be made from the floor at today's meeting and at the Annual Meeting, at which the election of officers will take place.

NEW BUSINESS:

Establish Time, Annual Meeting. By statute, the Annual Meeting must take place on the first Friday in July. This year the meeting will be Friday, July 1, 2016, at 9am at the Main Library, 4th Floor Board Room.

Establish Date, Time and Place, Continuation of the Annual Meeting: A motion was made and carried that the regular July meeting (July 11th) be cancelled. The continuation of the Annual Meeting will be Monday, August 8, 2016, at 4pm at the Riverside Branch Library. Mr. Engelbert will confirm with Branch Manager Ben Ball that this is acceptable.

Resolution in Honor of Service – Dr. Ramon Stuart. Upon a motion duly made and seconded, the following resolution was passed by acclamation.

WHEREAS, Dr. Ramon Stuart has served the Kanawha County Public Library as a member of the Board of Directors since 2015; and

WHEREAS, Dr. Stuart has furthered the aims and purposes of this institution by his service as a member of this Board and as a member of several committees of this Board.

NOW, THEREFORE BE IT

RESOLVED, That it is with deep regret that the Board of Directors accepts the resignation of Dr. Ramon Stuart from the Board of Directors of the Kanawha County Public Library; and be it further

RESOLVED, That the Board of Directors wishes to give its heart-felt thanks and appreciation to Dr. Stuart for his loyal and dedicated service to the Kanawha County Public Library; and be it further,

RESOLVED, That this expression of appreciation and esteem be spread upon the minutes of this meeting and that a copy be presented to our colleague, Dr. Ramon Stuart.

Retirement Resolution – Paula Ward. Upon a motion duly made and seconded, the following resolution was passed by acclamation.

WHEREAS, Ms. Ward was employed by the Kanawha County Public Library in August 1978 and has submitted her intent to retire effective June 30, 2016; and

WHEREAS, Ms. Ward has served as a Library Clerk from August 1978 until August 1984; and

WHEREAS, Ms. Ward has served as an AV Department Clerk from August 1984 until July 1990; and

WHEREAS, Ms. Ward has served as a Children's Services Library Assistant II from July 1990 until January 1998; and

WHEREAS, Ms. Ward has served as a Bookmobile Reserve Clerk/Library Assistant II from January 1998 until August 2000; and

WHEREAS, Ms. Ward has served as a Tech Services Specialist from August 2000 until her retirement; and

WHEREAS, Ms. Ward fulfilled the responsibilities of each of her positions in an exemplary fashion, with diligence, loyalty and integrity;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Kanawha County Public Library recognize with deep appreciation Ms. Ward's years of service to the library;

AND BE IT FURTHER RESOLVED, that the Board of Directors of the Kanawha County Public Library wishes Ms. Ward a retirement filled with good health and enjoyment in whatever areas of interest and endeavor she may choose;

AND BE IT FURTHER RESOLVED, that the resolution be spread upon the minutes of the meeting of the Kanawha County Public Library Board of Directors and a copy be furnished to Ms. Paula Ward.

REPORTS OF COMMITTEES:

Ad Hoc Building Projects Committee. Pursuant to WV Code Section 6-9A-4(b)(9) and upon a motion duly made, seconded and unanimously approved, the Board went into executive session to consider matters involving or affecting the purchase, sale, or lease of property which if made public might adversely affect the financial or other interest of the Library.

The Board reconvened in open session.

There being no further business the meeting was adjourned.

President

Secretary