

MINUTES OF A MEETING OF THE
BOARD OF DIRECTORS

HELD ON
August 14, 2017

A Meeting of the Library Board of Directors of the Kanawha County Public Library was held on Monday, August 14, 2017 at 6 p.m. at the Elk Valley Branch Library.

The following Board Members were present:

Mr. M. Albert	Ms. E. Lord
Dr. K. Bailey	Ms. J. Pauer
Dr. M. Blackwell	Ms. A. Russell
Ms. M. Jaensson	Ms. A. Silbernagel
Ms. B. Lord	Ms. B. Thomas
	Mr. J. Withrow

Also present were Mr. Alan Engelbert, Director, and Tricia Stringer, Administrative Coordinator. In addition, the meeting was attended by a number of staff members, advisory board members, Friends, and patrons.

Ms. Jaensson 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 July 7, 2017 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 \$299,844.58 and the Book Bills in the amount of \$112,023.25 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 \$4,063.10 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 \$65,330.38 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:

Support Services/Building Committee. The Committee met prior to the Board Meeting to review bids received for the Dunbar Branch Lighting project. Mr. Albert provided a summary of the meeting. Upon a motion duly made and carried, the below resolution was passed.

WHEREAS, bids were solicited in accordance with the Library Board's policies and procedures for the Dunbar Branch Library Lighting Renovation project; and

WHEREAS, the Library received three bids in response to the bid solicitation; and

WHEREAS, bids timely received were opened on July 28, 2017 and found to be in proper form and in compliance with all of the stated requirements of the Library; and

WHEREAS, the Support Services/Building Committee of the Board reviewed the bids with the advice and assistance of ZMM Architects & Engineers; and

WHEREAS, the Support Services/Building Committee recommended that it is in the best interests of the Library Board to accept the low bid in the amount of \$91,700 submitted by South Charleston Electric Company;

NOW, THEREFORE BE IT

RESOLVED, that the Board approves the bid submitted by South Charleston Electric Company for the Dunbar Branch Lighting Renovation project; and be it further

RESOLVED, that the Library Director be, and hereby is, authorized and directed, with the assistance of counsel, to enter into a contract with South Charleston Electric Company for the Dunbar Branch Library Lighting Renovation project; and be it further

RESOLVED, that the Library Director, undertake such further action and sign such further agreements and undertakings as may be necessary to carry this resolution into effect in order to complete the project as bid.

Ad Hoc Audit Committee. The Committee met and reviewed the proposals received from firms to conduct Fiscal Year 2016-2017 and 2017-2018 Audits. Upon a motion duly made and carried, the below resolution was passed.

WHEREAS, the Kanawha County Public Library Board desires to have audits conducted of the Kanawha County Public Library and of the Library Foundation of Kanawha County, Inc. for fiscal year 2016/2017 and fiscal year 2017/2018; and

WHEREAS, the Board's Ad Hoc Audit Committee has solicited proposals, has scored and evaluated the proposals according to State guidelines and recommends acceptance of the proposal from Perry & Associates in the amount of \$17,000 per audit;

NOW THEREFORE BE IT

RESOLVED, that the Board adopts the recommendation of the Committee to contract with Perry & Associates to conduct the above-referenced audits and authorizes the Director to enter into a contract for those services in accordance with the proposal.

Membership and Board Development Committee. Ms. Brooke Lord reported that the committee met recently and conducted interviews with potential new Board members. Ms. Lord provided a summary bio on Ms. Betty King whose information was previously distributed to the Board. Upon a motion duly made and carried, the below resolution was passed.

RESOLVED, that Ms. Betty King be recommended to the Kanawha County Board of Education as a Director of the Kanawha County Public Library for a term to end June 30, 2022.

NEW BUSINESS:

Appointment of Board Committees. Ms. Jaensson noted the updated standing committee assignments included in the Board packet.

There being no further business the meeting was adjourned.

President

Secretary

Kanawha County Public Library: Building Excitement

Ms. Jaensson welcomed everyone and thanked them for coming to the continuation of the Annual Meeting of the Kanawha County Public Library. She emphasized how great it was to be back at the newly re-opened Elk Valley Branch.

Ms. Jaensson introduced Associate Director of Public Services, Ms. Toni Blessing and Marketing Manager, Ms. Terry Wooten. Ms. Blessing gave a brief introduction of the authors scheduled to appear at the 2017 WV Book Festival to be held October 27-28 at the Charleston Civic Center. Some of the authors include R.L. Stine, Joe Hill, Henry Winkler, and Nicola Yoon. Ms. Wooten spoke about the changes and challenges of the 2017 Book Festival, due to ongoing construction at the Charleston Civic Center.

Mr. Engelbert provided an update on recent library events. KCPL plans to soon implement patron use of debit and credit cards for fines and services. Our connection speed to our Internet Service Provider will soon increase from 50mb to 200mb. This project is 80% funded by the federal E-rate program. The E-rate

program was recently reauthorized by Congress with support from Senator Capito. The House of Representatives included funding for IMLS/LSTA in the federal budget. Funding was zero in the budget proposed by the Administration. Mr. Engelbert spoke about the issue of net neutrality that is currently being reviewed at the federal level. The FCC has extended their feedback deadline until the end of August, for those who would like to comment.

Mr. Engelbert spoke about projects to upgrade lighting at the St. Albans and Dunbar branches, installation of a digital, programmable sign at St. Albans, the start of consideration of the situation with the Clendenin Branch, and extensive work to analyze options for the Main Library project. He emphasized that, whichever option is chosen, the result will be a wonderful library and that the construction will be funded almost entirely with private, donated funds.

Dr. Mickey Blackwell thanked everyone for coming to the newly re-opened Branch. He expressed his gratitude to everyone who helped make this re-opening possible and for providing excellent service through a temporary branch in the meantime. Dr. Blackwell introduced Anna Campbell from the Elk Valley Branch Advisory Board to discuss a contest the Board is undertaking, illustrative of the many contributions the Advisory Board makes to library service at the Elk Valley Branch. Many authors have been contacted to donate signed books that patrons can enter a weekly drawing to win.

Ms. Jaensson again thanked all of the people who continue to work for and support the Library. This includes the staff, the Library Board, the Foundation Board, Friends of the Library, Branch advisory Boards, patrons, volunteers, and community members. She invited everyone to stay for refreshments, generously provided by the Elk Valley Branch Advisory Board.