

MINUTES OF A MEETING OF THE
BOARD OF DIRECTORS

HELD ON
January 8, 2018

A Meeting of the Library Board of Directors of the Kanawha County Public Library was held on Monday, January 8, 2018 at 4 p.m. at the Main Library, 3rd Floor Ray Room.

The following Board Members were present:

Mr. M. Albert	Ms. C. Morgan
Dr. M. Blackwell	Ms. J. Pauer
Ms. M. Jaensson	Ms. A. Silbernagel
Mr. J. Jarrett	Mr. B. Thomas
Ms. T. Jenkins	Mr. J. Withrow
Ms. B. King	

KCPL staff members present were Mr. Alan Engelbert, Director; Ms. Marsha Alford, Human Resources Manager; Ms. Terry Wooten, Marketing Manager; Ms. Sarah Mitchell, Main Library Public Services Manager; Mr. Teddy Claypool, IT Manager; Mr. Tim Venitsanos, Facilities Manager; and Ms. Tricia Stringer, Administrative Coordinator.

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

The Board observed a moment of silence in honor of former Board Member Mr. Matt Smith who recently passed away.

Approval of Minutes. Upon motion duly made, seconded and adopted, the minutes of the December 11, 2017 and December 18, 2017 meetings 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 \$117,626.68 and the Book Bills in the amount of \$48,591.35 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 \$507.85 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 \$82,887.21 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. The Committee reviewed proposed branch assessments for FY 2018/2019. A copy of the resolution was previously distributed to the Board for review. Mr. Engelbert explained how the amounts are calculated and answered questions from the Board. The Finance Committee recommends that that the Clendenin Branch assessment should be waived. Upon a motion duly made and carried, the resolution below was approved as amended by waiver of the Clendenin Branch assessment.

WHEREAS the requested branch contributions for the Dunbar and St Albans branches are based on the 2017 property valuations, multiplied by the same rate per \$100 of assessed valuation on the various classes of property as is established by the KCPL Special Act; and

WHEREAS the assessments for the other branches are based on 3.5% of operating costs; and

WHEREAS the costs of administration, human resources, automation, telecommunications, technical services, maintenance, and marketing continue to be budgeted centrally and no portion of these costs is assigned to branches;

NOW THEREFORE BE IT RESOLVED, that the following amounts be requested from the various municipalities and local library advisory boards as contributions or assessments for the fiscal year 2018/2019:

	FY '17/18 Operating Budget	Current FY Contribution	Proposed Contribution 3.5%
Clendenin	\$124,221	\$0 (waived)	\$4,348 -(waived)
Cross Lanes	\$264,214	\$9,121	\$9,247
Elk Valley	\$288,867	\$9,908	\$10,110
Glasgow	\$28,659	\$994	\$1,003
Marmet	\$100,242	\$3,425	\$3,508
Riverside	\$226,566	\$7,664	\$7,930
Sissonville	\$249,626	\$8,840	\$8,737
Branch Support Subtotal		\$39,952	\$44,884
	FY '17/18	Current FY	Proposed

	Operating Budget	Contribution	Assessment
Dunbar	\$298,117	\$63,000	\$81,041
St. Albans	\$416,463	\$50,000	\$123,902
TOTAL		\$152,952	\$249,826

Talks continue with the Board of Education regarding the upcoming excess levy elections. The most recent indications are that the library may be placed on the ballot as a separate question in November 2018.

OLD BUSINESS: None.

NEW BUSINESS:

WVLA Legislative Goals / Library Legislation Day. Mr. Engelbert provided a brief overview of the previously distributed West Virginia Library Association's 2018 Legislative Goals. Library Day at the Legislature is scheduled for Monday, February 5, 2018. Mr. Engelbert will make appointments with legislators and hopes that Board members will join him. There will be displays from libraries around the state in the Rotunda from 11:00 a.m. until 4:00 p.m. and a reception that evening at the Culture Center from 5:00 p.m. until 7:00 p.m. Ms. Stringer will have tickets to the reception available for purchase. Upon a motion duly made and carried, the Board voted to endorse the WVLA's Legislative Goals.

Retirement Resolution for Ms. Toni Blessing. Upon a motion duly made and seconded, the following resolution was passed by acclamation.

Retirement Resolution for Toni Blessing

WHEREAS, Ms. Blessing was employed by the Kanawha County Public Library in May 2001 and has submitted her intent to retire effective January 25, 2018; and

WHEREAS, Ms. Blessing has served as Riverside Library Branch Manager from May 2001 until December 2003; and

WHEREAS, Ms. Blessing has served as Library Operations Supervisor from December 2003 until July 2004; and

WHEREAS, Ms. Blessing has served as St. Albans Library Branch Manager from July 2004 until October 2005; and

WHEREAS, Ms. Blessing has served as Department Head for Circulation from October 2005 until October 2006; and

WHEREAS, Ms. Blessing has served as Adult Collection Coordinator from October 2006 until July 2008; and

WHEREAS, Ms. Blessing has served as the Adult Services Manager from July 2008 until December 2013; and

WHEREAS, Ms. Blessing has served as Interim Associate Director of Public Services from December 2013 until November 2014; and

WHEREAS, Ms. Blessing has served as Associate Director of Public Services from November 2014 until her retirement; and

WHEREAS, Ms. Blessing has been a guiding force behind the West Virginia Book Festival, helping to make it into the wonderful event that it is; and

WHEREAS, Ms. Blessing has played a crucial role in developing and shaping the Library's materials collection in all formats at a time of great transition in how materials are delivered to the public; and

WHEREAS, Ms. Blessing 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. Blessing'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. Blessing 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. Toni Blessing.

There being no further business the meeting was adjourned.

President

Secretary