

## MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

Held on  
February 18, 2020

A special meeting of the Library Board of Directors of the Kanawha County Public Library was held on Tuesday, February 18, 2020 at 4:00 PM in the John V. Ray Room at the Main Library.

KCPL Board of Directors' members present were Dr. Mickey Blackwell, Ms. Stephanie Haden, Ms. Monika Jaensson (via phone), Ms. Cheryl Morgan (via phone), Ms. Jennifer Pauer, Ms. Angelia Russell, Ms. Anne Silbernagel, Ms. Susan Shumate, Ms. Debra Sullivan, Mr. Benjamin Thomas, and Mr. James Withrow.

KCPL staff members present were Ms. April Wallace, Assistant Director; Ms. Marsha Alford, HR Manager; Mr. Tim Venitsanos, Facilities/Security Manager; Mr. Stan Howell, Marketing & Development Manager; Mr. Teddy Claypool, IT/Automation Manager; Ms. Sarah Mitchell, Main Library Public Services Manager; and Ms. Sara Caswell, Administrative Coordinator.

Mr. Ben Thomas, Vice President of the Board of Directors, presided over the meeting in the absence of Ms. Jaensson. Mr. Thomas reported that a quorum was present, and the meeting was brought to order.

### **Building Committee:**

Main Library Building Project Matters

There were several items relating to the Main Library building project.

The first matter brought to the Board is a resolution to engage Overton & Associate to serve as Moving Consultant pursuant to a professional services agreement. This would mean they would help with planning the Main Library's move to a temporary location, facilitating the move, and managing the move. Mr. Overton would work with a team from the library to sort items that would go to the temporary space, that would be put into storage, and get items ready to be packed for the move.

It was pointed out that this resolution is based on the premise that the Library will enter into a construction agreement with the apparent low bidder, which has not officially been done yet. It was said that the reason for bringing this before Board at this point was due to the time constraints that are quickly approaching.

Upon motion duly made, seconded, and adopted, the amendment was accepted contingent upon approval of the construction contract.

A motion was made and seconded to accept the amended resolution. Motion passed.

It was decided to address other concerns about the various resolutions when the Board entered Executive Session later in the meeting.

It was then determined that the Special Meeting would go into Executive Session on the basis that the Board would consider matters involving or affecting the purchase, sale, or lease of property, advance construction planning, the investment of public funds, or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the Library. Upon motion made, seconded, and unanimously passed, the meeting went into Executive Session. Staff members and other present were excused as the KCPL Board of Directors went into Executive Session, except for Mr. Pray, Owner's Representative; Mr. Winton, counsel for the library; and Ms. April Wallace, Assistant Library Director, and remained to present evidence or advice to the Board. Ms. Marsha Alford, Human Resources/Learning Manager, was called into the Executive Session to discuss the resolution pertaining to the search for the new Library Director.

At the close of the Executive Session, the Board re-entered the public meeting, and the public and KCPL staff rejoined the meeting.

A motion was made to amend the draft resolution in respect to the temporary lease space to clarify that direction and authorization of the Board with respect to the lease, as yet unfinalized, being contingent upon the Board's approval of the Main Building project at the time it comes forth. This motion was seconded. After no discussion, the motion carried.

A second motion was made to approve the amended resolution subject to the contingency. This motion was seconded, and after no discussion, the motion carried.

The next item discussed during Executive Session was in relation to the resolution pertaining to the search for the new Library Director. This resolution would authorize the Board to extend an employment offer to the prime candidate for this position, subject to the typical Human Resources procedures, as identified in the Executive Session.

A motion was made and seconded. There was no discussion, and the motion carried.

There was a short discussion as to the date of the next Special Board Meeting, but that information will be sent out to the entire Board once it has been determined.

**Additional Comments:**

There were no additional comments.

There being no further business, the meeting was adjourned.

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President

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Secretary