
Minutes of HCCPL Board Meeting Monday, **January 27, 2020**

A regularly scheduled meeting of the Board of Trustees of the Hopkinsville-Christian County Public Library was held on Monday, January 27, 2020 at 5:30 p.m. Those present were James Adams, Tracey Jenkins, Melissa Kempa, Ryan Mabry, Slone Cansler and Cary Bruce. Also present were Library Executive Director, DeeAnna Sova and Christian County Fiscal Court representative Jerry Gilliam. Absent were Joe Leavell, Laura Waldron and Bart Cayce.

The meeting was called to order at 5:30 p.m.

There were no changes to the agenda.

A motion was made by James Adams to approve the minutes of the November meeting with a second by Melissa Kempa. Minutes were approved.

Ryan Mabry gave an overview of the November financials for HCCPL. A motion was made by James Adams and seconded by Melissa Kempa to approve the November financials. Financial statements for November were approved.

Jenkins shared an update on the HCCPL “Dream” plan. Jenkins stated that it is customary for the board to look over the plan in the period prior to budgeting. However, it was suggested by Jenkins that the plan remain unchanged until more information is available regarding funding and possible cuts to funds provided to HCCPL. Sova added that HCCPL has made great strides with regard to the vision provided in the plan and suggested that the board may want to consider a reevaluation of the plan to insure the plan is still relevant and reflective of the needs of patrons and the community.

Sova also shared that HCCPL continues to maintain a very busy calendar of community events and outreach activities.

Sova shared information about Imagination Library in Sarah Hardison’s absence. On Nov. 1, 2019, HCCPL hosted The Grinch at the library. Imagination Library saw its largest enrollment to date and 467 people attended the event. The cost of the event was covered by the sale of coloring books. Imagination Library also has a wine tasting fundraiser planned with The Mixer, a new downtown restaurant, and another fundraising event planned for May 2020. The theme of the May event will be centered around bourbon and food.

Sova reported that HCCPL continues to enjoy a productive partnership with the city of Oak Grove. A recent even for children in Oak Grove was well attended and HCCPL has approximately 1200 people from the Oak Grove area who are patrons of the library. An event held at the Comfort Suites Hotel in Hopkinsville also proved very successful for Imagination Library. The event was held during the 2019 holiday season.

Sova presented the Director’s report. Sova shared that book sale held at HCCPL during November and December to benefit United Way was successful. A recent site visit to Warren County Library provided insight about possible changes/improvements to the library. A new charging station has been installed on the first floor of the library at the circulation desk. The

Youth Services office floor was recently stripped and waxed by the jail crew who also painted the walls. The library is currently averaging approximately 56 library cards issued each month.

Sova reported, for the board's information, that there is no current security system for HCCPL books as the security gates were removed when the new entry doors were installed several months ago. A new RFID system would be able to scan multiple books at one time and would also provide the library with a new door

counter. An approximate initial investment of \$37,000-\$38,000 would be required to set up a new identification and counter system. Sova reported that Envision software appears to be the most appropriate for meeting the library's current needs. It is estimated that it would take approximately three months to retag all library books and the fee for that is included in the cost estimate of installing a new system. Gillam asked if an updated system would be helpful in keeping up with the library's inventory. Tiffany explained that a new system could help with inventory.

Sova also reported about a new print licensing system that will allow pages to be held in a queue so that patrons may select only the pages they need before printing actually takes place. This system will decrease paper and ink usage for the library. The licensing software cost is approximately \$200.

Sova and Cansler provided an update on recent meetings of the building committee. Discussions have focused on how best to use the space in the library's present location. Jack Shaw has offered his consultant services after working closely with the Alhambra during a recent renovation project. However, discussion has also taken place regarding discussing future plans and changes with a professional library consultant. Discussions will continue to move forward with best utilization of space as well as the needs and wants of the community as the focus.

Sova shared that HCCPL will be the beneficiary of the funds raised during bidding for the first Ferrell's burger as part of the restaurant's re opening announcement. Bidding began on January 28th and ended February 11th. A silent bid sheet was placed at the library's circulation desk.

Sova also reported that the 2019-2020 Chamber Leadership Class has chosen a patio revitalization for HCCPL as their group project. New outlets, floor covering, and counter have been discussed as possible upgrades to the existing exterior area. Funds raised by auctioning the first Ferrell's burger will provide the seed money for the Leadership class project.

The February Board of Trustees meeting was moved from February 24, 2020 to February 17, 2020 as Sova will be out of town on the 24th.

With no other business to discuss Ryan Mabry motioned the meeting be adjourned and Joe Leavell seconded the motion.

Time of adjournment 6:30?

Respectfully, Slone Cansler