**Cabell County Public Library**

**Regular Bord Meeting**

**July 8, 2022**

The meeting was called to order by the President, David Amsbary, in Meeting Rooms 1&2 at the Main Library at 4:00 p.m. Board members in attendance were Betty Barrett, Wendy Thomas, Charles Bagley, and Marsha Moses (virtually). Friends of the Library President Jim Casto was also in attendance. Staff members Kristy Browning, Sara Ramezani, and Kista Black along with Breana Bowen, Director, also attended.

Betty Barrett moved and Wendy Thomas seconded the motion to elect David Amsbary, President; Wendy Thomas, Vice-President; and Charles Bagley, Treasurer. Voted and passed.

Wendy Thomas moved and Charles Bagley seconded the motion to approve the minutes of the June 21, 2022 regular meeting. Voted and passed.

Betty Barrett moved and Wendy Thomas seconded the motion to approve the following warrants from the regular account at Huntington Banks for May: checks numbered 58096 through 58204 totaling $445,142.79, Payroll Tax of $57,268.52, and other ACH disbursements of $3,956.14, and from the payroll account checks numbered 35739 through 35746 and vouchers numbered 46204 through 46479 for direct deposits with the transfer totaling $198,110.24. There were two checks written from the construction account in the amount of $927,169.26. The total amount of disbursements was $195,167.51. Voted and passed.

In addition to the emailed director’s report, meeting reports included the following:

* There has been an increase in security related incidents at the Main Library. Breana has been in contact with the police. They plan to drive by the library throughout the day and night to make sure everything is okay outside of the building. We might need to consider other security measures in the future if incidents keep occurring.
* Breana is researching organizational structuring to see if there is a structure that better suits our library system.
* Chad Lovejoy is unable to run for the empty board seat. The board will try and select another name to submit to the Board of Education. They will email Breana suggestions.
* We hope to begin internal updates to the Gallaher Library very soon.
* An employee from the Barboursville Public Library would like to enroll in the tuition assistance program. Since it is late for the request and the budget has already been approved, Breana made the recommendation that the employee request tuition assistance in the next fiscal year.
* The Governor proposed a personal income tax cut of 10%. We do not know if this will affect libraries. More information will be coming out on this matter soon.
* Breana needs session recommendations for WVLA Fall Conference. Please let her know if there is something you would like to see for trustees.
* The policy manual was updated in 2015. We hope to begin updating the manual before the next fiscal year.

We have a few different parties interested in purchasing the old Barboursville Library. The Board is uncertain if we should seek help from a relator. Barboursville Mayor Chris Tatum would like right of first refusal. The Board asked Breana to contact library attorney Dennis Taylor and determine the legalities of selling the library. Breana will follow-up with the board after she talks with Dennis.

The Barboursville Library is nearing completion; however, there are still things that need to be completed that the construction crew is aware of and addressing. We received an updated punch list. The construction crew is working on the list.

The West Library construction is almost complete. The roof is rubber and needs to be painted. This will happen within the coming weeks depending on weather.

Wendy Thomas moved and Betty Barrett seconded the motion to close for the following holidays:

November 24-25 for Thanksgiving

December 22- 26 for Christmas

December 30-2 for New Years

Voted and passed.

There was no other business and the meeting adjourned.

The next scheduled meeting will take place on Tuesday, August 16th at the Cabell County public Library.

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Breana Bowen, Secretary David Amsbary, President