

Green County Public Library

Meeting Minutes

January 21, 2020

I. Call to order

President Randy Colvin called the regular meeting of the Green County Public Library Board of Trustees to order at 3:05 pm on January 21, 2020 in the GCPL Meeting Room.

II. Roll call

The following persons were present: Shelley Pruitt, Randy Colvin, Kim Blakeman, Brenda Hall Shelia Stearman and Zachary Leftwich.

III. Approval of Minutes

The minutes from the previous meeting were distributed in board packets. One correction was made to the January minutes. Board Member Randy Colvin's term ends February 15, 2020, not at the end of 2019 as stated. With correction, motion was made by Brenda Hall and seconded by Shelia Stearman to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Zachary Leftwich and seconded by Kim Blakeman to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Zachary Leftwich and seconded by Shelia Stearman to accept the expenditures as reported. Motion passed.

VI. Communications

Director Shelley Pruitt reported that water leaks on the outside of the building are worsening, causing damage to the interior of the Library. Director Pruitt attended the January meeting of the Greensburg City Council to again address the issue. Nothing has been done by the City at this time.

VII. Director's Report

Director Shelley Pruitt shared updates on various projects and activities taking place in January and February. Library personnel will travel to Frankfort on February 6th to attend the regular Legislative Session. Three bills that will directly or indirectly affect libraries will be introduced. A meeting with Senator David Givens had been scheduled.

VIII. Unfinished Business

No unfinished business to discuss.

IX. New Business

After discussion, wording was changed in order to better clarify policies concerning lost/damaged materials and overdue items in the Operational Policy. The change was approved after a motion by Shelia Stearman, seconded by Brenda Hall. The 2020 Holiday and Closing Schedule was discussed. The Library will be closed 15 days throughout the year, 11 for holidays, 4 days for work related training and events. Library employees will receive 13 paid holidays in 2020. Motion was made by Zachary Leftwich and seconded by Kim Blakeman to approve. Motion passed.

X. Adjournment

With no further business before the Board, motion was made by Shelia Stearman and seconded by Brenda Hall to adjourn the meeting at 4:00 pm.

Respectfully Submitted,

Kimberly Blakeman

ZTC

WSP

Kimberly Blakeman

Green County Public Library

Meeting Minutes

February 18, 2020

I. Call to order

Vice-President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:05 pm on February 18, 2020 in the GCPL Meeting Room.

II. Roll Call and Election of Officers

The following persons were present: Shelley Pruitt, Kim Blakeman, Brenda Hall, Shelia Stearman and Zachary Leftwich. New Board member Sandi Moran was unable to attend the meeting due to illness. Swearing in of members has been postponed until next month.

On a motion by Shelia Stearman and seconded by Kim Blakeman, the following officers were elected by unanimous vote: Zachary Leftwich, President; Brenda Hall, Vice-President; Kim Blakeman, Secretary and Shelia Stearman, Treasurer.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Shelia Stearman and seconded by Brenda Hall to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Kim Blakeman and seconded by Shelia Stearman to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Kim Blakeman and seconded by Shelia Stearman to accept the expenditures as reported. Motion passed.

VI. Communications

Director Shelley Pruitt reported that Mayor Shuffett has spoken with her regarding building leaks. He assures her that repairs will be made but it may be a long process. Shelley and several members of the library staff attended Legislative Day in Frankfort on February 6th and spoke at length to Senator David Givens and Representative Brandon Reed about local library concerns and needs. Also, Shelley informed Board members that the Corporation Report and \$15.00 fee has been submitted to the KY Secretary of State.

VII. Director's Report

Director Shelley Pruitt shared updates on various projects and activities. The Library will actively participate in the 2020 Census. Library staff will offer assistance and use of computers to county residents as they complete Census documents. Customer Service and Summer Reading Training is set for February 19th. Library Staff have been registered to attend the KPLA Spring Conference on April 16th. Staff will also be participating in the Family Resource Center's Readers Night at both the elementary and intermediate schools.

VIII. Unfinished Business

No unfinished business to discuss.

IX. New Business

No new business to discuss.

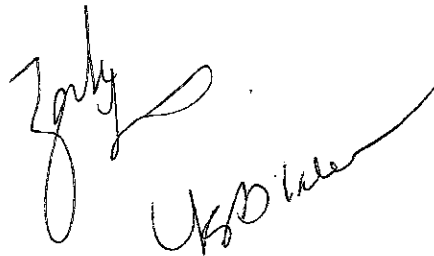
X. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Shelia Stearman to adjourn the meeting at 3:45 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

Handwritten signatures in black ink. The first signature is a cursive signature that appears to be 'Kimberly Blakeman'. The second signature is also in cursive and is less legible, possibly reading 'Shelia Stearman'.

Green County Public Library

Meeting Minutes

March 17, 2020

I. Call to order

President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:05 pm on March 17, 2020 in the GCPL Meeting Room.

II. Roll Call

The following persons were present: Shelley Pruitt, Kim Blakeman, Brenda Hall, Shelia Stearman and Zachary Leftwich. New Board member Sandi Moran was unable to attend the meeting due to illness. Sandi has asked to be removed as a board member due to family obligations. Nominations for a new board member were discussed.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Brenda Hall and seconded by Shelia Stearman to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Shelia Stearman and seconded by Brenda Hall to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Kim Blakeman and seconded by Brenda Hall to accept the expenditures as reported. Motion passed.

vi. Communications

The Library Genealogical Section has been gifted photos and memorabilia pertaining to the Blakeman, Minor and Gupton families from the Estate of Brad Kuchan.

vii. Director's Report

Director Shelley Pruitt shared updates on various projects and activities.

VIII. Unfinished Business

Director Pruitt gave an update on the building repair situation. No progress has been made although another contractor has inspected the building.

IX. New Business

Hours of operation were discussed. A motion was made by Brenda Hall and seconded by Shelia Stearman to amend the hours to 8:00 – 4:00, remaining open until 6:00 on Mondays.

Motion passed.

A motion was made by Brenda Hall and seconded by Kim Blakeman to revise the wording of the Health Insurance Policy to meet State requirements. Motion passed.

Due to the seriousness of the COVID-19 Pandemic, Board Members discussed temporary closure of the library. Motion was made by Brenda Hall and seconded by Shelia Stearman to implement a mandatory two-week closure to public access beginning March 23rd with full pay to employees while offering telecommuted services.

The library will reopen at Director and Board members discretion with preference to move to curbside services when viable. Motion passed.

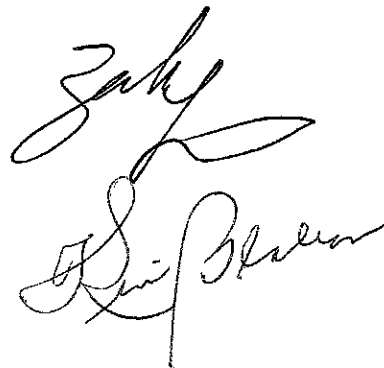
X. Adjournment

With no further business before the Board, motion was made by Kim Blakeman and seconded by Shelia Stearman to adjourn the meeting at 4:00 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

Two handwritten signatures in cursive ink. The top signature is for Kimberly Blakeman and the bottom signature is for Shelia Stearman.

Green County Public Library

Meeting Minutes

April 17, 2020

I. Call to order

President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00 pm on April 17, 2020 at the GCPL.

II. Roll Call

The following persons were present: Shelley Pruitt, Kim Blakeman and Zach Leftwich, all practicing acceptable social distancing. Brenda Hall and Shelia Stearman attended by Facetime. As with every meeting, the public was invited to attend with instructions to call by 3:00 on the 17th to receive instruction on conditions to enter the closed Library. No calls were received.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Brenda Hall and seconded by Shelia Stearman to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Kim Blakeman and seconded by Brenda Hall to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Kim Blakeman and seconded by Shelia Stearman to accept the expenditures as reported. Motion passed.

VI. Communications

Covid-19 remains first and foremost on everyone's mind. Shelley Pruitt and other area Directors are working together, along with government officials, to form plans to reopen local libraries in phases.

VII. Director's Report

Director Shelley Pruitt shared updates on Library activity, the challenge of remote work conditions, and the purchase of supplies, including gloves, masks, thermometers and copious amounts of additional cleaning products, made to adhere to State mandated requirements. Director Pruitt also relayed the unfortunate news that all state aid for libraries has been cut. Working toward our local library's 2020-2021 budget,

approximately \$18,000 has been cut, including the lay-off of two employees. Because of time restraints, due in part to Covid-19 office closures, the 2020-2021 budget will be submitted to the county without first reading and under the condition that the budget has not been approved by library directors.

VIII. Unfinished Business

Director Pruitt gave an update on building repairs. The roof has been patched but windows still need to be sealed to protect from rain damage.

The library continues to closely monitor state guidelines and recommendations in response to Covid-19.

Director Pruitt also reported that two names, Angela Bryant and Julie Smyrichinsky, have been submitted as possible board members.

IX. New Business

First reading of the 2020-2021 Budget was tabled until the next board meeting.

Due to work in progress, a start-up plan for library reopening after Covid-19 will be discussed at the next board meeting.

On motion by Shelia Stearman and seconded by Kim Blakeman, the library will continue to offer telecommuted services until reopening phases begin, giving Director Pruitt approval to mandate library hours. Motion passed.

X. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Shelia Stearman to adjourn the meeting at 3:30 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

Handwritten signatures of Kimberly Blakeman and another individual, likely Brenda Hall, in cursive script.

Green County Public Library

Meeting Minutes

May 19, 2020

I. Call to order

President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00 pm on May 19, 2020 at the GCPL.

II. Roll Call

The following persons were present: Shelley Pruitt, Kim Blakeman, Zach Leftwich, and Brenda Hall, all keeping an acceptable social distance. Shelia Stearman attended by Facetime. As with every meeting since closures began, the public was invited to attend with instructions to call by 3:00 on the 19th to receive instruction on conditions to enter the closed Library. No calls were received.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Shelia Stearman and seconded by Brenda Hall to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Brenda Hall and seconded by Kim Blakeman to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Kim Blakeman and seconded by Brenda Hall to accept the expenditures as reported. Motion passed.

VI. Communications

Director Shelley Pruitt shared some of the "new normal" working conditions while the library remains closed to the public. President Leftwich complimented staff efforts to keep the library functioning well under the present circumstances.

VII. Director's Report

Director Shelley Pruitt reported that information pertaining to the Virtual Summer Reading program has been mailed and packets are being prepared for pick-up. Fax/copy services, ordering and curbside pick-up of reading material and Wi-Fi are available to patrons, all while following safety protocol. Preparations are being made daily to reopen as soon as State mandated.

VIII. Unfinished Business

Motion was made by Shelia Stearman and seconded by Brenda Hall to accept the first reading of the 2020-21 Budget, with second reading at next month's meeting. Motion passed.

IX. New Business

Reopening plans for Kentucky Public Libraries were discussed. No motion needed.

Trustee Nomination Forms for Julie Smyrichinsky and Angela Bryant have been submitted to Frankfort. Nominations must first go through Frankfort before being passed down to the local Judge-Executive.

After discussion, motion was made by Kim Blakeman and seconded by Brenda Hall to accept a health policy revision. The revision states that any full-time employee who moves to a part-time position in response to COVID-19 and/or budgetary cuts will be given the opportunity to retain health insurance benefits as compensation for hours worked. Motion passed.

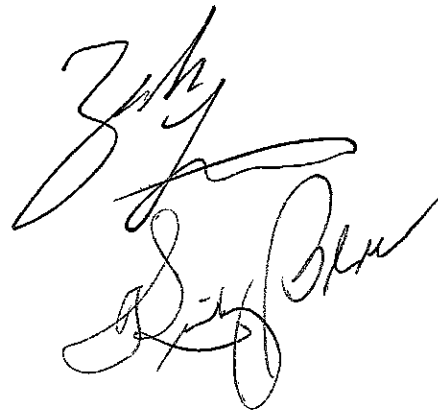
X. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Shelia Stearman to adjourn the meeting at 4:00 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

Handwritten signatures of Kimberly Blakeman and Brenda Hall. The signature of Kimberly Blakeman is written above the signature of Brenda Hall.

Green County Public Library

Meeting Minutes

June 16, 2020

I. Call to order

President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00 pm, June 16, 2020 at the GCPL.

II. Roll Call

The following persons were present: Shelley Pruitt, Kim Blakeman, Brenda Hall and Shelia Stearman all keeping an acceptable social distance. Zachary Leftwich attended by Facetime. As with every meeting since closures began, the public was invited to attend with instructions to call by 3:00 on the 16th to receive instruction on conditions to enter the closed Library. No calls were received.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Brenda Hall and seconded by Shelia Stearman to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Kim Blakeman and seconded by Brenda Hall to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Shelia Stearman and seconded by Brenda Hall to accept the expenditures as reported. Motion passed.

VI. Communications

Director Shelley Pruitt shared that the submission for a CARES Grant has passed. The library will receive \$1000 to pay for sneeze guards, masks and sanitizer. Also, although state aide to libraries has been cut, KDLA will pay the \$2274 fee for the KY Virtual Library Program. President and Directors complimented the library staff for an excellent job throughout the closure.

VII. Director's Report

Director Shelley Pruitt reported that the library will re-open to the public on July 6th. An employee from the Lake Cumberland Area Health Department has inspected and approved of all preparations being made for a safe and successful opening. The library

will open for at-risk patrons from 8:00-9:00, available for all others from 9:00-11:00. The library will close from 11:00-1:00 to allow for lunches and mid-day cleaning. The library will reopen at 1:00 and then close to the public at 3:00. The staff will remain until 4:00, cleaning and sanitizing all areas in preparation to open the next day. Genealogy and computer use will be by appointment only. Curbside service and virtual programs will continue for all interested.

VIII. Unfinished Business

Motion was made by Brenda Hall and seconded by Shelia Stearman to accept the final reading of the 2020-21 Budget. Motion passed.

Motion was made by Kim Blakeman and seconded by Brenda Hall to accept the policy revision added to the Health Insurance policy. Motion passed.

IX. New Business

Additional re-opening plans were discussed. No motion needed.

Motion was made by Brenda Hall and seconded by Kim Blakeman to accept amendments to the 2019-2020 Budget. Although several changes were made, budget remains at \$413,550. Motion passed.

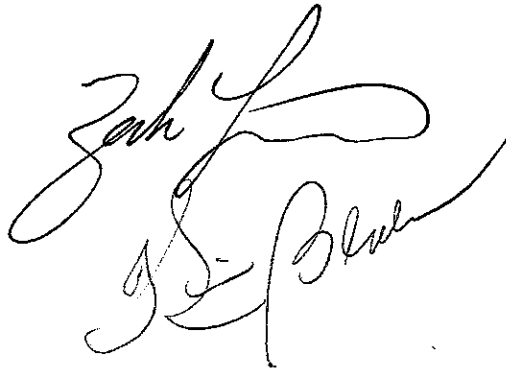
X. Adjournment

With no further business before the Board, motion was made by Shelia Stearman and seconded by Brenda Hall to adjourn the meeting at 4:05 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

The image shows two handwritten signatures in black ink. The top signature is written in a cursive style and appears to be 'Zach L...'. The bottom signature is also in cursive and appears to be 'J. Blakeman'.

Green County Public Library

Meeting Minutes

July 21 , 2020

I. Call to order

President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00, July 21, 2020 at the GCPL. Zachary and Board Members welcomed newly appointed member Julie Smyrichinsky. Julie was sworn in prior to the meeting.

II. Roll Call

The following persons were present: Shelley Pruitt, Zachary Leftwich, Kim Blakeman, Brenda Hall, Shelia Stearman and Julie Smyrichinsky. All present kept an acceptable social distance and wore masks as required.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Brenda Hall and seconded by Shelia Stearman to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Brenda Hall and seconded by Kim Blakeman to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Shelia Stearman and seconded by Julie Smyrichinsky to accept the expenditures as reported. Motion passed.

VI. Communications

Director Shelley Pruitt shared information from the Director of Kentucky Libraries pertaining to Covid-19 and the reopening of public libraries.

VII. Director's Report

Director Shelley Pruitt reported the completion of the Summer Reading Program. Everyone adjusted well to all virtual programs and participants deemed them a success. Even though the library has reopened, curbside service continues for all interested patrons. Shelley also reported on the ongoing issue concerning building leaks. The problem was again brought to the attention of the Mayor and City Council. No action has been taken.

VIII. Unfinished Business

On a motion by Kim Blakeman and seconded by Shelia Stearman, final amendments were made to the 2019-2020 Budget. Motion passed

IX. New Business

As Covid-19 cases continue to increase in Green and surrounding counties, plans for another potential closure were discussed. As previously decided by the Board, when and if closure becomes necessary, the decision will be made at Director Pruitt's discretion.

X. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Shelia Stearman to adjourn the meeting at 4:05 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

A handwritten signature in black ink, appearing to read 'Kimberly Blakeman', with a large, stylized flourish extending to the right.

Green County Public Library

Meeting Minutes

August 18, 2020

I. Call to order

President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00, August 18, 2020 at the GCPL.

II. Roll Call

The following persons were present: Shelley Pruitt, Zachary Leftwich, Kim Blakeman, Brenda Hall, Shelia Stearman and Julie Smyrichinsky. All present kept an acceptable social distance and wore masks as required.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Brenda Hall and seconded by Shelia Stearman to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Kim Blakeman and seconded by Julie Smyrichinsky to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Shelia Stearman and seconded by Kim Blakeman to accept the expenditures as reported. Motion passed.

VI. Communications

Director Shelley Pruitt shared a card from patron Amanda Gaskins thanking the library for a successful Summer Reading Program. She complimented the staff on the extra effort and preparation due to Covid-19 restrictions. Trustee Julie Smyrichinsky also commented stating that the staff went above and beyond carrying out the virtual programs.

VII. Director's Report

Director Shelley Pruitt reported that September library hours will be 8:00 to 4:00 every Tuesday and Thursday. Beginning October 10th, the library will be open every other Saturday from 8:00 to 12:00. Curbside service will continue for all interested patrons. Also, on October 25, a Homeschooling class will be held at the library. The library will be closed during class hours so that the staff can attend the beneficial class.



VIII. Unfinished Business

No unfinished business.

IX. New Business

No new business.

X. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Kim Blakeman to adjourn the meeting at 4:00 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

***Green County Public Library
Special Called Meeting Minutes
August 25, 2020***

I. Call to order

President Zachary Leftwich called a special called meeting of the Green County Public Library Board of Trustees to order at 3:00 pm, August 25, 2020 at the GCPL.

II. Roll Call

The following persons were present: Shelley Pruitt, Zachary Leftwich, Kim Blakeman, Brenda Hall, Shelia Stearman and Julie Smyrichinsky. All present kept an acceptable social distance and wore masks as required.

III. Tax Rates 2020-2021

After discussion, the proposed 2020-2021 tax rate was levied at 14.00 cents on personal property. A tax rate of 8.7 was levied on real property. Motion was made by Shelia Stearman and seconded by Julie Smyrichinsky to accept. Motion passed.

IV. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Shelia Stearman to adjourn the meeting at 4:05 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

Handwritten signatures of Kimberly Blakeman and Zachary Leftwich. The signature of Kimberly Blakeman is at the top, and the signature of Zachary Leftwich is below it.

Green County Public Library

Meeting Minutes

September 15, 2020

I. Call to order

Vice-President Brenda Hall called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00, September 15, 2020 at the GCPL.

II. Roll Call

The following persons were present: Shelley Pruitt, Zachary Leftwich, Kim Blakeman, Brenda Hall, Shelia Stearman and Julie Smyrichinsky. All present kept an acceptable social distance and wore masks as required.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Shelia Stearman and seconded by Julie Smyrichinsky to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Kim Blakeman and seconded by Shelia Stearman to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Julie Smyrichinsky and seconded by Kim Blakeman to accept expenditures as reported. Motion passed.

VI. Communications

Director Shelley Pruitt shared a letter from the Hardin County Museum of Kentucky offering historical documents and information pertaining to Green County to the library. The museum is closing and relocating all material.

VII. Director's Report

Director Shelley Pruitt reported the library received \$1000 through the CARES Act Grant. Also, library staff is in the process of gathering requested information for an audit in October or November. In addition, the library will potentially reopen on Tuesdays in October.

VIII. Unfinished Business

The Board reviewed a letter written on the Library's behalf by Don Sharp, Atty pertaining to ongoing water damage to our building. On motion by Kim Blakeman and seconded by Julie Smyrichinsky, the Board voted to present the letter to the City of Greensburg in hopes that said letter will help to speed up repairs before winter.

IX. New Business

Board Policies were reviewed. No additions or changes were made. On motion by Shelia Stearman and seconded by Kim Blakeman, the Board voted to accept policies as presented.

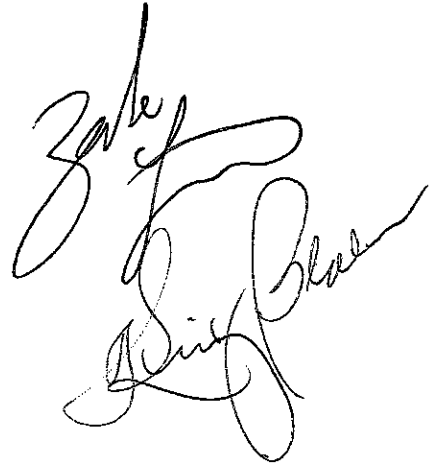
X. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Kim Blakeman to adjourn the meeting at 4:00 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

A handwritten signature in black ink, appearing to read 'Kimberly Blakeman', written in a cursive style.

Green County Public Library

Meeting Minutes

October 20, 2020

I. Call to order

On motion by Brenda Hall and seconded by Shelia Stearman, President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00, October 20, 2020 at the GCPL.

II. Roll Call

The following persons were present: Shelley Pruitt, Zachary Leftwich, Kim Blakeman, Brenda Hall, Shelia Stearman and Julie Smyrichinsky. All present kept an acceptable social distance and wore masks as required.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Brenda Hall and seconded by Julie Smyrichinsky to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Shelia Stearman and seconded by Julie Smyrichinsky to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Brenda Hall and seconded by Julie Smyrichinsky to accept expenditures as reported. Motion passed.

VI. Communications

No communications were presented.

VII. Director's Report

Director Shelley Pruitt reported that the reopening process has gone well. Tuesdays are increasingly busy and curbside service continues to be popular. Numerous library patrons have requested the continuation of curbside service after regular business hours resume and Covid-19 virus fears subside. In addition to daily operation the staff continually work on new virtual classes and programs to keep patrons engaged.

VIII. Unfinished Business

A letter, prepared on the Library's behalf by Don Sharp, Attorney, was sent to City of Greensburg Mayor John Shuffett and each City Council member. The intent of the letter was, once again, to call attention to our building's water damage and disrepair in hopes that action will be forthcoming. No action has been taken and no response has been received from the City.

A current review of the 2020 Book Inventory shows an increase in the number of items deleted, damaged, repurchased or lost. At present, the number is 444, significantly higher than in previous years.

IX. New Business

Personnel Policies were reviewed. In awareness of current events, the Library Hours section was amended to include "During emergency and situational occurrence business operation hours may vary. The public will be notified of any changes." On motion by Brenda Hall and seconded by Kim Blakeman, the Board voted to accept amended policies.

X. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Kim Blakeman to adjourn the meeting at 4:00 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

A handwritten signature in black ink, appearing to read "John Shuffett". The signature is stylized with a large initial "J" and a long horizontal stroke at the end.

Green County Public Library

Meeting Minutes

November 17, 2020

I. Call to order

On motion by Brenda Hall and seconded by Julie Smyrichinsky, President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00, November 17, 2020 at the GCPL.

II. Roll Call

The following persons were present: Shelley Pruitt, Zachary Leftwich, Kim Blakeman, Brenda Hall, Shelia Stearman and Julie Smyrichinsky. Guest Donnie Coomer was also in attendance. All present kept an acceptable social distance and wore masks as required.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Shelia Stearman and seconded by Brenda Hall to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Julie Smyrichinsky and seconded by Shelia Stearman to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Shelia Stearman and seconded by Julie Smyrichinsky to accept expenditures as reported. Motion passed.

VI. Communications

The library was gifted a collection of items pertaining to Green County from the Hardin County Museum of Kentucky History and Art. On motion by Kim Blakeman and seconded by Julie Smyrichinsky, the board voted to allow the Green County History Museum to review and display any items of interest.

VII. Director's Report

Director Shelley Pruitt reported that curbside service continues with plans to tentatively reopen to the public on November 23rd. Director Pruitt also discussed the loss of board member Julie Smyrichinsky in January, as she will be sworn in as a Greensburg City Council member. Two names, Christina Cox Smith and Ivy Colvin Warf have been submitted as possible new members of the board.

VIII. Unfinished Business

Donnie Coomer, of Dixie Restoration, discussed a \$40,000 proposal outlining measures and procedures to repair the library building. Per Mayor Shuffett, a special called meeting of the Greensburg City Council will be scheduled to discuss the proposal and any additional information that has been received. On motion by Kim Blakeman and seconded by Brenda Hall, the board voted to attend the meeting. At present, no date has been scheduled by the mayor. In addition, on a motion by Brenda Hall and seconded by Shelia Stearman, the board voted to send an informal letter to the City of Greensburg encouraging them to move forward with procurement and bidding of roof repairs since this has been an ongoing issue since January.

IX. New Business

Yearly review of Operational Policies has been postponed to a later date.

X. Adjournment

With no further business before the Board, motion was made by Brenda Hall and seconded by Kim Blakeman to adjourn the meeting at 4:30 pm.

Respectfully Submitted,

Kimberly Blakeman

Kimberly Blakeman

A handwritten signature in black ink, appearing to read 'Kimberly Blakeman', written in a cursive style.

Green County Public Library

Meeting Minutes

December 15, 2020

I. Call to order

On motion by Brenda Hall and seconded by Christina Smith, President Zachary Leftwich called the regular meeting of the Green County Public Library Board of Trustees to order at 3:00 pm, December 15, 2020 at the GCPL. Sworn in by Judge John Frank on December 11th, Christina was welcomed as our newest Board Member/Trustee. .

II. Roll Call

The following persons were present: Zachary Leftwich, Kim Blakeman, Brenda Hall, Shelia Stearman and Christina Smith. Shelly Pruitt attended via Facetime. All present kept an acceptable social distance and wore masks as required.

III. Approval of Minutes

Minutes from the previous meeting were distributed in board packets. Motion was made by Shelia Stearman and seconded by Brenda Hall to approve minutes. Motion passed.

IV. Approval of Financial Report

The financial report was distributed in board packets. Motion was made by Kim Blakeman and seconded by Christina Smith to accept the Financial Report as submitted. Motion passed.

V. Approval of Expenditures

Previous month's expenditures were reviewed. Motion was made by Shelia Stearman and seconded by Kim Blakeman to accept expenditures as reported. Motion passed.

VI. Communications

No communications.

VII. Director's Report

Director Shelley Pruitt reported that curbside service only will continue through January. Also, all programs will remain virtual throughout the month. LapSit Programs have been changed to Thursday, with Story Hour Programs remaining on Tuesday. Director Pruitt also informed the Board that the library received a KDLA grant allowing patrons to check out a laptop and hotspot kit for internet access in their home. Jessica Walters will implement and oversee the beneficial new program. Jessica explained to the board how a patron will be able to utilize the hotspot kit when Wi-Fi is not available and discussed

program guidelines and procedures. After review of the Work Wireless Kit Borrowing Agreement and Lending Guidelines, on motion by Kim Blakeman and seconded by Christina Smith, the board voted to accept the policies as presented with suggested revisions.

VIII. Unfinished Business

Because no action was taken by the City regarding library building repairs during the December City Council Meeting and no Special Meeting was called for that purpose, the board drafted a written request to be sent to the City requesting placement on the agenda for the January City Council Meeting.

IX. New Business

No new business.

X. Adjournment

With no further business before the Board, motion was made by Christina Smith and seconded by Brenda Hall to adjourn the meeting at 4:00 pm.

Respectfully Submitted,

Kimberly Blakeman

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A handwritten signature in black ink, appearing to read 'Zak' followed by a stylized flourish.