

**MINUTES OF A MEETING OF THE
BOARD OF DIRECTORS**

Held on
October 14, 2024

The Library Board of Directors of the Kanawha County Public Library held its monthly meeting on Monday, October 14, 2024 at 4:00 PM. This was a hybrid meeting held in the Board Room at New Main and via Zoom.

The following Board members were present:

Mr. J. Auge	Ms. B. Malkin
Mr. C. Erlewine	Ms. D. Sonis
Ms. S. Haden	Ms. A. Silbernagel
Mr. J. Holliday	Dr. K. Sullivan
Mr. J. Jarrett	Ms. C. Tawney
Mr. T. Hurney	Mr. B. Thomas
Ms. B. King	Dr. R. Wallace

KCPL staff members present were Ms. Erika Connelly, Ms. Julianne Yacovone, Ms. Susan Murphy, Ms. Terri McDougal, and Mr. Michael Polak

Others in attendance were Chris Winton, library counsel; and Mr. Bryan Cokeley, President of the Library Foundation of Kanawha County.

Mr. Thomas presided and reported that a quorum was present. The Director served as secretary. The meeting was called to order at 4:01 PM.

Approval of Minutes

Upon a motion made, seconded, and ADOPTED the minutes of both the regular board meeting on September 9, 2024 were approved as distributed in the board packet.

Director's Report

Ms. Connelly began her report by introducing the Board to Ms. Julianne Yacovone, the new Circulation Services Supervisor. Ms. Yacovone comes to KCPL from the neighboring Putnam County Branch.

Ms. Connelly recently toured the Board of Directors of the Greenbrier County Library. She also received tour requests from libraries seeking renovations in New Jersey and North Carolina, who became aware of KCPL through Connor Knighton's piece on CBS Sunday Morning in 2022, and will bring each group soon.

Ms. Connelly, Assistant Director, Ms. Sarah Mitchell, and Information Systems Coordinator, Ms. Murphy, are exploring an opportunity offered to the library by Google. Google is interested in partnering with libraries across the county to explore Artificial Intelligence (AI) learning and training. Ms. Connelly will have more information about this potential collaboration in the coming months.

Action Items

KCPL's Facilities Manager, Mr. Tim Venitsanos retired in early October. The chair of the Board's personnel committee, Ms. Betty King, read the following resolution into the record:

Retirement Resolution for Mr. Tim Venitsanos

WHEREAS, Mr. Venitsanos submitted his intent to retire effective October 10, 2024;

WHEREAS, Mr. Venitsanos served as the Facilities and Security Services Manager from June 27, 2011 to the present;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Kanawha County Public Library recognizes with deep appreciation Mr. Venitsanos thirteen years of service to the Library.

AND BE IT FURTHER RESOLVED, that the Board of Directors of the Kanawha County Public Library wishes Mr. Venitsanos the best in his retirement.

AND BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of this meeting of the Kanawha County Public Library Board of Directors and a copy be furnished to Mr. Venitsanos.

Reports of Committees

1. Personnel:

Ms. King updated the Board on the committee's progress reviewing KCPL's personnel policies. They are presently consulting Justin Harrison an employment attorney with Jackson Kelly.

2. Financial Affairs:

Mr. Hurney gave a brief update from the Financial Affairs committee. In their last meeting, Ms. Connelly reported on the status of the two lot properties KCPL presently has for sale. He described "radio silence" from potential buyers.

During the meeting, Ms. Thumm, presented on the new bill pay process. Presently, Mr. Erlewine, Ms. King, Mr. Thomas, and Ms. Haden are each involved in the bill review and approval.

Staff are also getting ready to review RFP responses for a new audit. They will be presented to this committee in a special meeting in November and to the full board in the December meeting.

3. KCPL Special Properties Holding Corporation:

Mr. Thomas explained the Special Properties board met last week. They took no near term action. They plan to get the group together soon with the Board's Building Committee to discuss outstanding paperwork regarding the New Main project.

4. Library Foundation of Kanawha County:

Mr. Thomas summarized the last meeting of the Library Foundation board. They are preparing for the next significant fundraising push, which is anticipated to be around the Eastern Kanawha County branch project. An RFP will go out in November asking different design firms for different concepts of potential

builds for the new Eastern Kanawha branch library. Committee member, Mr. Dave Pray, recommended that the Board know what they hope to accomplish with the space before revealing any plans to the public. He feels it is important what is presented is as close to the final product as possible for public relations purposes.

Mr. Cokeley added that the Foundation Board continues to be in a recruitment phase and is seeking new members to replenish its ranks.

New Business

Mr. Thomas announced that a donor expressed interest in providing Automated External Defibrillator (AED) Machines to each of KCPL's branches. He assigned the task of exploring the possibility, necessities, and potential concerns to the Public Services Committee. The Public Services Committee will take this up in its November meeting and a final recommendation will be brought to the full Board in December.

Mr. Thomas then asked for a motion to go into an Executive Session on the basis that the Board would be discussing Personnel and contractual matters. Staff Members and other attendees were excused as the KCPL Board of Directors went into Executive Session with Mr. Winton, counsel for the library, remaining in an advisory capacity.

Upon a motion made and seconded, the Executive Session began at 4:33 p.m.

At the close of Executive Session at 5:03 p.m, the Board re-entered the public session of the meeting, and Ms. Connelly and Mr. Polak returned.

On behalf of the Board, Mr. Jarrett made a motion to increase Ms. Connelly's annual salary by \$8,500 retroactively effective on October 1, 2024.

The motion was seconded and APPROVED by the Board unanimously.

Ms. Connelly was thanked for her work over the last year. Ms. King explained that in the future the Director evaluation will be shifted so that it is more in alignment with the annual budgeting process in the fiscal year turnover in June/July of each calendar year.

There being no further business, a motion was made to adjourn this meeting. Motion was seconded, and the meeting ADJOURNED at 5:07 p.m.

Secretary

President