

## MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON

November 13, 2023

A regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on Monday, November 13, 2023 at 4:00 PM via Zoom and in-person in the board room at New Main.

The following Board members were present for the meeting:

Mr. J. Auge	Ms. A. Silbernagel
Mr. C. Erlewine	Dr. K. Sullivan
Ms. A. Gould	Ms. C. Tawney
Mr. S. Haden	Mr. B. Thomas
Mr. T. Hurney	Dr. R. Wallace
Mr. J. Jarrett	

KCPL staff members present were Ms. Erika Connelly, Ms. Sarah Mitchell, Ms. Marsha Alford, Ms. Adele Thumm, Mr. Stan Howell, Mr. Teddy Claypool, Ms. Terri McDougal, Ms. Marian Veld, Mr. Tim Venitsanos, and Mr. Michael Polak.

Others in attendance were Mr. Christopher Winton, library counsel.

Mr. Thomas presided over the meeting and called it to order at 4:00 p.m. The director served as Secretary.

### Approval of Minutes

Upon a motion made, seconded, and ADOPTED, the minutes of the Board meeting on November 13, 2023 were approved.

### Director's Briefing

Ms. Connelly called the Board's attention to the list of Holiday open houses across the system. These were included in her Director's briefing for the month. Mr. Thomas encouraged Board members to attend.

A brief discussion about Perry and Associates Audit followed. A draft of their audit of the 21-22 fiscal year is now complete, it will be presented at the December Board meeting.

### Action Items:

1. On behalf of the Membership Committee, Ms. Haden presented Ms. Deborah Sonis, as a candidate to fill Dr. Mickey Blackwell's vacant seat on the Board. Ms. Sonis is a former colleague of Dr. Sullivan's, she lives in the Mink Shoals area, and her resume and bio were attached in the packet for the meeting.

Upon a recommendation from the committee, the Board ADOPTED the following resolution:  
*RESOLVED, that Ms. Deborah Sonis be recommended to the Kanawha County Board of Education as a*

*Director of the Kanawha County Public Library for a term to end June 30, 2026.*

Mr. Polak will take care of getting the necessary paperwork to Dr. Thomas Williams of the Board of Education, and Ms. Sonis' membership (if approved) will become official as of the December Board meeting.

2. On behalf of the Personnel committee, Dr. Wallace read the following retirement resolution in honor of Ms. Terry Harris into the record...

WHEREAS, Ms. Terry Harris was employed by the Kanawha County Public Library on January 5, 2011, and has submitted her intent to retire effective November 17, 2023; and

WHEREAS, Ms. Harris served as a part-time Library Assistant I at the Main Library from January 5, 2011 to June 10, 2011; and

WHEREAS, Ms. Harris served as a part-time Library Assistant II at the Main Library from June 11, 2011 to March 25, 2014; and

WHEREAS, Ms. Harris served as a full-time Library Assistant II at the Main Library from March 26, 2014 to February 25, 2018; and

WHEREAS, Ms. Harris served as a full-time Children's Library Assistant II at the St. Albans Branch from February 26, 2018 to November 17, 2023; and

WHEREAS, Ms. Harris fulfilled the responsibilities of each of her positions in an exemplary fashion, consistently serving as a mentor to her colleagues; and

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Kanawha County Public Library recognizes with deep appreciation Ms. Harris' twelve years of service to the Library.

AND BE IT FURTHER RESOLVED, that the Board of Directors of the Kanawha County Public Library wishes Ms. Harris the best in her 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 Ms. Harris.

Upon a recommendation from the Personnel Committee, the Resolution was ADOPTED unanimously by the Board of Directors.

3. The Board dedicated the rest of the meeting to discussion of the first draft of the 2024-2029 Long-Range Plan for the Kanawha County Public Library. Dr. Sullivan, chair of the Long-Range planning committee, took the lead in presenting the document. He began by discussing the document's priorities

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- a.) Build within the five-year plan period an Eastern Kanawha Regional Library to provide library access to the currently underserved eastern region of the county while serving as a model for other branches within the system.

- b.) Undertake a professional study of the library needs of Kanawha County communities to determine the optimal footprint of our library system, as regards the number and location of branch libraries and other library assets, as a first step toward providing better library service and improved library facilities throughout the county.
- c.) Continue to improve staff compensation on a priority basis as resources permit, making Library pay competitive with other local public sector jobs and with the best library systems within the state and region.

Dr. Sullivan clarified that the second priority does not mean that the plan advises the Board to re-do the entire system. Its goals are to re-evaluate the current population distributions in the County and best aim the assets of KCPL towards an equitable distribution.

Mr. Hurney thanked Dr. Sullivan for his leadership with the creation of the document. He discussed the necessity of using positive language to explain the goals of the second priority. He feels that making sure that Eastern Kanawha County has a strong regional library will be the big focus of the next five years.

A robust discussion about the priorities followed with the main focuses being on the future and timetable for the Eastern Regional construction project and the history of the system and its branch libraries.

Mr. Jarrett offered an estimation on the cost of a potential branch which landed at about 3-4 million dollars. The Board also discussed the success of the Clendenin Kiosk and potentially using that service as a model to reach out to different communities.

The next step for the Long-Range plan is a presentation to other Library stakeholders: The Library Foundation. Mr. Thomas anticipates the final draft of the full plan will be re-presented in January or February, and the Board will approve it then.

Before adjournment, Ms. Silbernagel discussed the progress that the Friends of the Library Steering Committee made on finalizing the 2024 Library Basket Fundraiser.

There being no further business, a motion was made to adjourn this meeting. Motion was seconded, and the meeting ADJOURNED at 5:04 P.M.