

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

HELD ON  
March 11, 2024

A regular meeting of the Library Board of Directors of the Kanawha County Public Library was held on Monday, March 11, 2024 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	Mr. L. Moore
Mr. C. Erlewine	Ms. A. Russell
Ms. A. Gould	Ms. S. Shumate
Ms. S. Haden	Ms. A. Silbernagel
Mr. T. Hurney	Ms. D. Sonis
Mr. J. Jarrett	Dr. K. Sullivan
Ms. B. King	Mr. B. Thomas

KCPL staff members present were Ms. Erika Connelly, Ms. Sarah Mitchell, Ms. Marsha Alford, Ms. Adele Thumm, Mr. Stan Howell, Mr. Teddy Claypool Ms. Marian Veld, Mr. Tim Venisanos, Ms. Terri McDougal, 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 regular Board meeting on February 12, 2024 were approved as distributed in the Board Packet.

### **Director's Report**

Though HB 4654 passed in the House, it's attempt to strip legal protections from Public Libraries and Museums did not clear the Senate. Towards the end of the session, the House bill was added to a Senate Bill as an amendment. After some tense moments, it did not pass on the final day.

Mr. Thomas explained that in anticipation of future challenges, he is forming a special committee of the Board to evaluate the Library's current collection development policy. The committee will review everything with a particular eye on the Request for Reconsideration forms. It will comprise of Mr. Thomas, Ms. Haden, Dr. Wallace, Mr. Holliday, and Mr. Hurney.

### **Action Items**

#### **1.) Ms. Blaire Malkin, candidate for KCPL Board of Directors**

Ms. Haden introduced Ms. Blaire Malkin as a candidate for the Board of Directors. Ms. Malkin will fill the absent seat of Mr. Kevin Johnson, who resigned in December. Ms. Malkin serves on the Friends of Library steering committee and is a regular at the Main library.

The Board approved the following resolution unanimously —

RESOLVED, that Ms. Blaire Malkin 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, 2028.

## **2.) Ms. Penny Dawson, retirement resolution**

Ms. King read the following retirement resolution into the record, and the Board approved it unanimously.

*WHEREAS, Ms. Dawson was employed by the Kanawha County Public Library on March 7, 1995 and has submitted her intent to retire effective March 26, 2024; and*

*WHEREAS, Ms. Dawson served as a part-me Library Assistant II at the Elk Valley Library from March 7, 1995 to August 25, 1998 and again from August 26, 2002 to March 25, 2009; and*

*WHEREAS, Ms. Dawson served as a substitute at the Elk Valley Library from August 26, 1998 to August 25, 2001; and*

*WHEREAS, Ms. Dawson served as a full-me Branch Administrative Specialist at the Elk Valley Library from March 26, 2009 to March 26, 2024; and*

*NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Kanawha County Public Library recognizes with deep appreciation Ms. Dawson's twenty- nine years of service to the Library.*

*AND BE IT FURTHER RESOLVED, that the Board of Directors of the Kanawha County Public Library wishes Ms. Dawson 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. Dawson.*

## **3.) New Capital Asset Management Policy**

Mr. Jarrett introduced a new Capital Asset Management Policy that originated in the Building Committee. The committee met twice in February to review the document and its approval comes as a recommendation.

The policy is an outgrowth of a weakness identified in the last audit. After the approval, maintaining the policy will shift from the Building to the Finance committee.

After a brief discussion, the Board took a vote and passed ADOPTION of the policy unanimously.

## **Reports of Committees**

### **1.) KCPL Special Properties Holding Corporation**

Mr. Thomas explained that Special Properties still meets quarterly. It's only expenses are following through the flow of the New Market Tax Credits. It still monitors anything related to the construction process of the new building. Eventually, the substantial amount of cash in the account will form a reserve of funds for maintenance moving forward.

### **2.) Building Committee**

The committee is currently monitoring issues with the HVAC system at Main. Ms. Connelly met with Mr. Josh Pray as Trane discovered several leaks and indicated that the wrong mechanical fitting was used on the air conditioners. They are currently working with Silling to remedy the situation.

### **New Business**

All Board members are invited to come to KCPL's annual Staff Development Day on Wednesday, March 20th from 8:30 am - 3:45 p.m.

Ms. Silbernagel noted that the Friends of the Library's Annual Basket Auction fundraiser will held at the Main Library on Saturday, April 20th from 6-8 p.m.

There being no further of business, a motion was made to adjourn this meeting. Motion was seconded, and the meeting ADJOURNED at 4:55 PM.