

# MEETING MINUTES

## JACKSON COUNTY PUBLIC LIBRARY

Board of Trustee Monthly meeting.

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Date: November 29, 2023

Time: 3:30 PM

Meeting called to order by: Jodi Gabbard @ 3:36 PM

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### IN ATTENDANCE

Ashley Wagers, Jodi Gabbard, LaNeika Baker, Larry Lakes & Juliana Coffey.

### APPROVAL OF MINUTES

The minutes from the October 2023 meeting were presented and reviewed. The minutes were approved with a motion from Larry Lakes and a second by LaNeika Baker. The motion carried with all in favor.

### FINANCIAL REPORT & APPROVAL OF VOUCHERS

The Financial report & vouchers from the October 2023 meeting were presented and reviewed. The financials were approved with a motion from LaNeika Baker and a second by Larry Lakes. The motion carried with all in favor.

### DIRECTORS REPORT

- Statistics – Board Reviewed the Statistics. Numbers have increased on Facebook and the Outreach programs.
- Children's Programs.
  - Mommy & Me – as many as 10 participants a week.
  - Lego Club – Contest and online voting.
  - Lily Pad on Fridays – fully attended.
  - Journalism Club – weekly. Publish children's story.
  - Build a bear.
  - Barbie Meet and Greet.
  - Sand Gap Kindergarten trip to the library – Celebrate the Holidays.
- In House Programming for November

- Book Signing – “I Gave it All” Nov 10<sup>th</sup> – Genevive Palm.
  - Book Signing “A Simple Man” Nov 18 – Margaret Faye.
  - CPR First Aid – Nov 13.
  - Ky Highlands Info-Station – Nov 14.
  - Connected Nation Job Fair – Nov 17.
  - Humana Info-Station – Nov 22.
- Outreach Programs in November.
    - Food Boxes – Nov 8
    - Comp Care – Nov 21
    - Unite Meeting – Nov 21 – Funding received for HOFNOD (Hooked on Fishing, Not on Drugs)
    - Tyner Elementary Bookmobile Visit – Nov 28.
    - McKee Christmas Parade – Nov 30<sup>th</sup> – Lighted Bookmobile.
    - McKee School Christmas Program – Dec 12.
- Upcoming Programs.
    - Whoville Party – Dec 7. Santa and Grinch. \*Food Drive at this event, with donation, you receive a free 4x6 Santa Picture.
    - Loads of Love – Using Bookmobile – Clothes washed at the Highs School, 1 family per school.
    - Christmas Good Bag Program. Adult Ed and Save a lot partner \$25. 13 or 14 families. To qualify must be a KY Homeplace client or on the bookmobile route and homebound.
    - Giving Tree – Annual
    - Hunters for the Hungry – Drop off field dressed deer and meat is given to a family in need.
- Employee Matters
    - All staff received KYVL Training on Nov 16. Specialists came down and trained staff. The schools no longer have it.
    - Ashley attended the Director Meeting on Nov 8.
    - Kim Mullins Is now Full time, she is off on Mondays.
    - Christmas staff party – Dec 22.
- Other
    - Holiday Hours for the Library
      - Closed Christmas Dec 23 (3hours) 25 & 26.
      - Closed New Years Jan 1 & 2.
- Lawyer Update – Juliana Coffey
    - Narcan presentation on research presented. Recommends library to have a contained protocol. OK with box, if there is signage that reads that the Health Department re-supplies the box. Written agreement with Health Department that they provide and restock the box. Ashley to contact the health department and see if they will agree to that. More discussion at a later time.

The next monthly meeting will be held Dec 20<sup>th</sup> @ 12 PM.

Motion to adjourn was made at 4:28 PM by LaNeika Baker and the second by Larry Lakes. The motion carried unanimously.