

**MINUTES OF A MEETING
OF THE BOARD OF DIRECTORS
HELD ON
FEBRUARY 9, 2026**

A meeting of the Board of Directors of the Kanawha County Public Library was held on Monday, February 9, 2026 at 4:00 p.m. via Microsoft Teams and in person in the Board Room of the Main Library.

The following Board Members were present:

Mr. J. Auge	Mr. L. Moore
Ms. S. Haden	Ms. D. Sonis
Ms. J. Hall	Dr. K. Sullivan
Mr. T. Hurney	Ms. C. Tawney
Ms. B. King	Mr. B. Thomas
Ms. B. Malkin	

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

Staff in attendance were Ms. Erika Connelly, Ms. Sarah Mitchell, Ms. Marsha Alford, Mr. Stan Howell, Mr. Teddy Claypool, Ms. Terri McDougal, Mr. Jay Raber, Ms. Susan Murphy, Ms. Julianne Yacovone, Ms. Jennifer Donahue, and Mr. Michael Polak

Mr. Thomas presided over the meeting, reported a quorum present, and called it to order at 4:00 PM.

Approval of Minutes

Upon a motion made, seconded, and ADOPTED, the Board APPROVED the minutes from the January 12, 2026 board meeting.

Director's Report

Ms. Connelly presented KCPL's mid-way financial report for the Fiscal Year 25-26. Progress is good and each major expenditure and income are at their projected pace. She anticipates that the February meeting of the Financial Affairs committee will bring a resolution for specific line-item changes reflecting a more consistent budgeting of supplies.

The Clendenin Branch closed on January 30 due to a lack of heat. The branch re-opened on February 10th (the day after this Board meeting).

Ms. Connelly worked with Mr. Winton to create a staff document specifically about potential interactions with the ICE (US Immigration and Customs Enforcement) Agency in the Library. The agency was present in West Virginia during the winter months of 2025-26, but as of the time of the meeting had yet to enter libraries. She summarized the essential takeaway of the policy as "contact the director immediately."

Action Items

1.) Public Services Policies

On behalf of the Public Services Committee, Ms. Connelly introduced three policy updates for the Board's review.

The Confidentiality of Library Records policy protects patrons' rights to privacy regarding all their interactions in the system. The major update in the policy solidifies that only paid KCPL staff have access to the integrated library system.

The new Public Safety and Compliance Policy takes guidance from the 2020 update from the Kanawha-Charleston Health Department's Clean Indoor Air Regulations. It clarifies that vaping is not allowed on Library premises.

The new Makerspace Equipment Policy updates the language from a previous policy focused on the Main Library's IDEA lab, allowing it to be adapted throughout the system.

After a brief discussion, the following three resolutions were read into the record. Each passed unanimously.

Library Records:

RESOLVED, upon a recommendation from the Public Services Committee, the Kanawha County Public Library Board of Directors APPROVES the new Confidentiality of Library Records policy, effective February 10, 2026.

Public Safety and Compliance:

RESOLVED, upon a recommendation from the Public Services committee, the Kanawha County Public Library Board of Directors APPROVES the new Public Safety and Compliance Policy, effective February 10, 2026; and be it further,

RESOLVED, that the Public Safety and Compliance Policy be RE-CLASSIFIED from a Board policy to an operational one.

Makerspace Equipment Policy:

RESOLVED, upon a recommendation from the Public Services committee, the Kanawha County Public Library Board of Directors APPROVES the new Makerspace Equipment policy, effective February 10, 2026.

2.) Building Committee

KCPL finalized its plans for Brickwork and Masonry repair services for both the Sissonville and St. Albans locations. Ms. Connelly read the following resolution into the record, which reflected this, and it passed unanimously without further discussion.

RESOLVED, that the Kanawha County Public Library Board of Directors AMENDS the resolution from the December board meeting regarding the Masonry Repair services at the Sissonville and St. Albans Branch libraries to reflect the following:

WHEREAS, the Kanawha County Public Library received three proposals for Masonry Repair services at the Sissonville and St. Albans branch locations, and

WHEREAS, Keystone Waterproofing Inc. submitted the highest-rated bid, and Wilson Restoration Company submitted the second-highest-rated bid for each project;

NOW, THEREFORE BE IT RESOLVED, That the Director of the Kanawha County Public Library with the advice and assistance of Counsel, is authorized to enter negotiations with Keystone Waterproofing Inc to

finalize the contract for this project; and be it further

RESOLVED, if the negotiations with Keystone are deemed unsatisfactory by the Director, Counsel, and the Building Committee, the Director is authorized to enter negotiations with the second-highest-rated bidder, Wilson Restoration.

Reports of Committees

1.) Long Range Planning

The Board of Directors approved the current Long-Range Plan for the KCPL system in early 2024, and the five-year document expires at the end of the 2029 fiscal year. Dr. Sullivan met with the committee and Ms. Connolly to discuss progress on the document's main goals.

"I come from a lifetime in government and non-profits, and I've seen a lot of these plans die on the shelf, and I don't think this one is," Dr. Sullivan said. He noted progress is solid on the Plan's first goal, the construction of a new regional branch to serve patrons in the eastern part of Kanawha County.

The Library will take up the survey project to examine how it presently serves county-wide needs in the 26-27 fiscal year.

Progress is also being made on the Plan's third priority -- Continue to improve staff compensation on a priority basis as resources permit. Ms. Marsha Alford, KCPL's Manager of Human Resources and Employee Training, is presently putting together a comprehensive compensation study for the Personnel Committee's review.

2.) Library Foundation of Kanawha County

Mr. Cokeley, President of the Library Foundation board, gave a brief update. The Foundation will unveil a 2026 fundraising project to honor Tom Heywood and Melody Simpson after the May Board of Directors meeting on the 11th. The event will be held in the Main Library's third floor conference room (311 C) and will announce the Heywood/Simpson Fund to the Public. The fund will be used to help KCPL staff for Further Education and training opportunities.

New Business

Mr. Thomas asked for a motion to go into an Executive Session to discuss potential contractual matters regarding real estate. Upon a motion made and seconded, the Executive Session began at 4:32 PM.

The Executive Session ended at 5:10 p.m.

Ms. Haden made a motion to authorize the engaged broker, Mr. Todd Goldman, to enter discussions with the landowner along the parameters and potential purchase price in the best interest of the public library. Mr. Auge seconded, and the motion was ADOPTED unanimously.

There being no further business, a motion was made, seconded, and APPROVED to adjourn the meeting at 5:12 p.m.

President

Secretary