

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

HELD ON
April 11, 2022

A meeting of the Library Board of Directors of the Kanawha County Public Library was held on Monday, April 11, 2022, at 4:00 PM in the Boardroom at New Main and via Zoom.

The following Board Members were present:

Dr. M. Blackwell	Ms. M. Jaensson
Mr. C. Erlewine	Ms. B. King
Ms. S. Haden	Ms. J. Pauer
Mr. J. Holliday	Dr. K. Sullivan
Mr. T. Hurney	Ms. A. Silbernagel
Mr. J. Jarrett	Mr. B. Thomas

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

Others in attendance were Mr. Michael Albert, a director of the Kanawha County Public Library Special Public Properties Holdings, Inc.; Mr. Bill Lynch, the Charleston-Gazette newspaper; Dave Pray, Owner's Rep Pray Works; and Mr. Christopher Winton, library counsel.

Ms. Jaensson presided and reported that a quorum was present. The Library Director served as Secretary. The meeting was called to order at 4:00 PM.

Approval of Minutes

Before approval of the minutes, Ms. Jaensson noted that a change was made to the list of present Board Members for the March 14, 2022 meeting to fix a typo in a board member's name.

Mr. Thomas then asked if a change could be made to the March 31, 2022, special minutes, as a statement Ms. Jaensson said was misattributed to him. These changes were noted and made in the final copies.

Ms. Jaensson made a motion to APPROVE the edited minutes from the March 14 and March 31, 2022 board meetings. It was SECONDED and ADOPTED.

Approval of Bills

General Bills and Book Bills: In accordance with Bylaws and on a motion duly made, seconded, and ADOPTED, the payment of General Bills in the amount of \$ 190,199.97 and the Book Bills in the amount of \$8,209.95 were approved and transmitted by the Library Director to the Board of Education of the County of Kanawha for payment.

Special Funds: The Library Director submitted bills to be paid from the Special Funds in the

amount of \$29,067.64 duly certified and approved in accordance with the Bylaws and on a motion duly made, seconded, and ADOPTED, the Board approved the payment of bills set forth on the list.

Construction Fund: The Library Director submitted bills to be paid from the Construction Fund in the amount of \$100,680.56, duly certified and approved in accordance with the Bylaws, and on a motion duly made, seconded, and unanimously ADOPTED, the Board approved the payment of the bills set forth on the list.

Ms. Connelly said there were no anomalies on the bills this month.

Director's Report

Ms. Connelly began by apologizing for the brevity of her report this month. She and her staff have been very busy getting the new location set up for its grand opening in May. Recently, Leadership Kanawha, Thomas Health Systems, and Dr. Tom Williams (superintendent of Kanawha County Schools) have toured the new facility. There is a lot of interest in use of the meeting rooms. Response to the space has been overwhelmingly positive.

She noted that a question she gets often is "what about the homeless?" It's a stigma that comes with the downtown library and needs to be carefully addressed. The goal of the library is to be a safe, comfortable space for all. She wants to see the best foot placed forward upon re-opening. This is being addressed by a revision of the Patron Code of Behavior that is near completion. Security is also a major focus. She is hoping that security can monitor the building at a different level and focuses more on one-on-one interactions.

Punch-listing on the closing touches of the building is currently going on with Paramount and HBM. The Clendenin project is still on track for a May opening.

Ms. Connelly concluded by reminding the board that the next scheduled meeting is on Monday, May 9, which will be the great opening of New Main.

Reports of Committees:

1. Finance Committee

Mr. Hurney presented a recommended resolution to change line items in the budget. This will move money from one line to another to achieve a better balance in the budget.

Ms. Connelly elaborated that this resolution will decrease overfunded expense accounts and put the money in places that the library is anticipating going over. At this late stage in the fiscal year, she sees it as an expense adjustment.

Upon a motion made, seconded, and ADOPTED, these changes were approved.

Mr. Hurney's second topic of discussion was the two properties KCPL obtained in the early 2000s near the Clay Center. The library got an offer of 105,000 dollars for both, they were most recently appraised at \$450,000 combined. The committee decided to get the properties re-appraised so they had a better idea of their value.

Mr. Mike Albert, of the Kanawha County Public Library Special Public Properties Holdings Board, recommended Gene Zdrojewski for the appraisal job. He noted the Board had worked with Mr. Zdrojewski in the past.

2. Public Services

Anne Silbernagel introduced a motion regarding the New Main Library's service hours. Monday through Thursday, the building will be open from 9 a.m. to 8 p.m. with Drive-Up window services beginning at 8:30. Friday and Saturday, the building will open from 9 a.m. to 5 p.m. with Drive-Up window services beginning at 8:30. There was discussion about when library staff begin entering the building, typically the first in are at 7:00 a.m., and what access cafe workers would have before hours (they'd be allowed in the building starting at 8:30 a.m.). The motion passed without opposition and the new hours were ADOPTED by the Board of Directors.

3. Legal Affairs

No report.

4. Long-Range Planning

The scheduled committee meeting for the month of April has been postponed.

5. Personnel

Ms. King stated that the committee will meet on April 20th at 3 p.m.

6. Membership

Ms. Haden stated that the Membership committee will meet next week. They are looking for ideas for good future candidates for the board, and she invited members to contact her with any recommendations.

7. Building

Mr. Thomas stated he was excited to be in the new building during a Board meeting. The committee is continuing work with Paramount on the final pieces of the project. He said things are very much en route for the May 9th opening.

There will be an event in the new building for KCPL staff and their families on Friday, April 29th. Mr. Thomas asked for volunteers from the board to attend the for part of the evening and assist at the doors welcoming people in.

Mr. Thomas also noted that as the project concludes, there are still sufficient funds for everything in the budget. The 70,000 dollar contingency budget the board set aside will be used for different installation projects. The committee is still getting about five-to-six updates a week from the major contractors.

Ms. Silbernagel noted the new technology in the rooms and asked Ms. Connelly if trainings would be available for the board members. Ms. Connelly took the suggestion down as an action item.

8. Special Properties

Mr. Thomas announced that he anticipates two more substantial payments to be made as the project concludes. He expects that over the first three-to-six months post-opening that the building will still be working through a punch-list but that the items will become more and more minor.

The project building representative, Mr. Dave Pray, of Prayworks, explained that a substantial portion of the issues will be worked out by the first week of May in time for opening. He noted that the water structure on the Capitol Street side of the building and exterior lighting work began on Friday. He and Mr. Josh Pray (also of Prayworks) met with the City of Charleston to discuss making the sidewalks around the building repaired. He stated that while there are things still in the air, he feels we are in “the end zone” of the project.

Mr. Thomas concluded his report by discussing installation of the Legacy Wall art piece, which will begin in July.

9. Library Foundation of Kanawha County

Ms. Connelly stated that Foundation Board head Mr. Tom Heywood continues to get significant contributions at this late stage for the project and future of the library system. The second wave of the campaign is winding down Wednesday, which is the cut off date, they’ve set for the fabricators of the Legacy Wall. She addressed a question about the wall and explained that the minimum donation amount for one’s name to appear on it is 10,000 dollars.

New Business

Dr. Blackwell thanked Facilities Technician Steve Mills for assisting him in finding his way through the construction fences and into the building for the meeting.

The Library’s annual Staff Development Day will be held in person this year at New Main on Wednesday, April 27. Board members are welcome to attend for all or part of the day.

There being no further business the meeting was adjourned at 4:41 p.m.