

Minutes for the Mason County Public Library Board of Trustees:

The Meeting was called to order at 4:15 PM on Tuesday, September 17th, 2020.

In attendance were: David Hord, Grant Felice, Kathleen Lofton, Alexa Colemire and Mike Ravencraft, Ellen Cartmell attended via phone.

Guest: Jeff Pearson.

Architect's Report: Jeff Pearson made a report on the progress of construction. Mike made a motion to approve pay application #13 from Momentum, seconded by Grant and approved unanimously.

Public Comments: None

Secretary's Report: Minutes from the August 2020 meeting were read.

- Grant moved to approve the minutes from August and Ellen seconded the motion. The minutes were approved unanimously.

Treasurer's Report:

- Grant moved to approve the August 2020 expenditures, and Kathleen seconded. Approved unanimously.
- Mike made a motion to approve the August 2020 financial report and Grant seconded. Approved unanimously.

Director's Report: Director provided

Regional Director's Report: Director provided

Committee Reports: None

Unfinished Business:

- Ellen Cartmell made a motion to go into closed session at 4:52, Kathleen seconded. Grant made a motion to come out of closed session at 4:58 and Kathleen seconded.
- Ellen made a motion to hire Alexa Colemire as the Library Director, Mike Ravencraft seconded, motion approved unanimously.

New Business:

- Mike made a motion to declare selected furniture as surplus and Grant seconded, motion passed unanimously. Furniture includes main circulation desk, children's circulation desk and several computer desks.

Adjournment: Ellen made a motion to adjourn and Kathleen seconded the motion. Meeting adjourned at 5:07 PM.

Next Meeting: Tuesday, October 13th, 2020, at 4:15 PM

Expenditure Transactions

Date	Type No.	Payee	Category	Memo	Balance	Total
09/10/2020	Check 36818	KPLA	Organizational membership	KPLA membership sept 2020	\$0.00	\$300.00
09/10/2020	Check 36817	Coast to Coast Solutions, Inc.	Marketing	invoice no. IVC0097249 sept 2020	\$0.00	\$444.90
09/10/2020	Check 36816	Demco	-Split-	invoice no. 6831757 sept 2020	\$0.00	\$4,248.74
09/10/2020	Check 36814	Mid-America Books	Juvenile fiction	invoice no. 516737 sept 2020	\$0.00	\$145.92
09/10/2020	Check 36813	rick truedell	Repairs and maintenance	mowing sept 2020	\$0.00	\$50.00
09/10/2020	Check 36812	Baldwin CPAs	Accounting and Legal	invoice no. 125977 september 2020	\$0.00	\$140.00
09/10/2020	Check 36808	City of Maysville	Utilities	library water sept 2020	\$0.00	\$604.07
09/10/2020	Check 36807	Columbia Gas	Utilities	gas sep 2020	\$0.00	\$71.19
09/10/2020	Check 36806	Annies	General Fiction	book sept 2020	\$0.00	\$21.14
09/10/2020	Check 36805	Cintas	Repairs and maintenance	rug cleaning sept 2020	\$0.00	\$59.52
09/10/2020	Check 36802	Ritchie's Cleaning Services	Janitorial Services	cleaning service september 2020	\$0.00	\$900.00
09/10/2020	Check 36801	T & M Pest control	Exterminator - Pest Control	pest control september 2020	\$0.00	\$55.00
09/10/2020	Check 36800	midwest tape	-Split-	invoice no.99303397, 99326262, 99354688, 99219062 september 2020	\$0.00	\$653.24
09/01/2020	Check 36447	KY State Board for the Certification of Librarians	-Split-	Certification applications for Rachel Bollman, Rachel	\$0.00	\$40.00

Mason County Public Library

Type: All transactions · Status: All statuses · Delivery method: Any · Date: 09/01/2020 - 09/30/2020

Date	Type No.	Payee	Category	Memo	Balance	Total
09/18/2020	Check 36830	US Bank	-Split-	credit card sept 2020	\$0.00	\$2,859.42
09/18/2020	Check 36828	Thermal Balance Inc	Repairs and maintenance	order no. MCPL-01 sept 2020	\$0.00	\$3,590.00
09/18/2020	Check 36820	Fisher & Barger	Repairs and maintenance	repair cooling tower leaks invoice no. 6612 sept 2020	\$0.00	\$2,480.00
09/18/2020	Check 85	Momentum Construction, LLC	Construction in Progress	application #13 sept 2020	\$0.00	\$184,630.00
09/18/2020	Check 36829	City of Maysville	Bookmobile operating expense	august fuel charge sept 2020	\$0.00	\$18.57
09/18/2020	Check 36827	Millennium Business Systems	Marketing	invoice no. 292732 sept 2020	\$0.00	\$205.62
09/18/2020	Check 36826	Rumpke Transportation Company, LLC	Utilities	invoice no. 0214908 sept 2020	\$0.00	\$29.84
09/18/2020	Check 36825	T & M Pest control	Exterminator - Pest Control	pest control september 2020	\$0.00	\$55.00
09/18/2020	Check 36824	Landmark Sprinkler	Repairs and maintenance	invoice no. 4313T sept 2020	\$0.00	\$4,850.00
09/18/2020	Check 36823	SenSource	Service contracts	invoice no. 45796 sept 2020	\$0.00	\$900.00
09/18/2020	Check 36822	Standard Quick Print	-Split-	invoice no. 227497 september 2020	\$0.00	\$163.38
09/18/2020	Check 36821	KY Deferred Compensation	Deferred compensation	colemire sept 2020	\$0.00	\$45.00
09/18/2020	Check 87	Worly Plumbing Supply Inc	Construction in Progress	pay application 13 sept 2020	\$0.00	\$6,971.94
09/18/2020	Check 86	Schiller	Construction in Progress	pay application 13 sept 2020	\$0.00	\$5,145.36
09/16/2020	Check 36461	IRS	Accrued Payroll Taxes	Tax payment oct 2020	\$0.00	\$3,180.12
09/15/2020	Check SVCCHRG		Bank fees	Service Charge	\$0.00	\$56.95
09/14/2020	Check 36462	CERS	CERS Retirement	ky retire sept 2020	\$0.00	\$2,956.48
09/10/2020	Check 36810	Millennium Capital	Leased equipment	invoice no. 31914 september 2020	\$0.00	\$151.60
09/10/2020	Check 36815	KY Deferred Compensation	Deferred compensation	colemire sept 2020	\$0.00	\$45.00
09/10/2020	Check 36803	Center Point Large Print	Large print books	invoice no. 1784193, 1737183, 1782800, 1789064, 1733408 september 2020	\$0.00	\$485.34
09/10/2020	Check 36811	Ledger Independant	Marketing	newspaper ads sept 2020	\$0.00	\$220.00
09/10/2020	Check 36809	T-Mobile	T-Mobile Hotspot service charge	hotspot data sept 2020	\$0.00	\$182.40
09/10/2020	Check 36804	B&T	-Split-	books septmber 2020	\$0.00	\$1,056.46
09/10/2020	Check 36819	Collective Spaces	Capital outlay	invoice no. 2265 sept 2020	\$0.00	\$10,732.82

SUMMARY OF ACCOUNTS
MASON COUNTY PUBLIC LIBRARY
SEPTEMBER, 2020

ACCOUNT NUMBER	MARKET VALUE 9/1/2020	MARKET VALUE 9/30/2020	CHANGE
AGENCY 080010726300	\$ 2,608,702.81	\$ 2,564,677.09	\$ (44,025.72)
SUB ACCOUT 080010726302	\$ 951,553.37	\$ 950,922.35	\$ (631.02)
SUB ACCOUT 080010726303	\$ 1,037,001.62	\$ 828,829.52	\$ (208,172.10)
GRAND TOTAL	\$ 4,597,257.80	\$ 4,344,428.96	\$ (252,828.84)

Account Summary for SEPTEMBER 01, 2020 - SEPTEMBER 30, 2020 is hereby approved
this _____ day of OCTOBER , 2020

U. S. BANK - WEALTH MANAGEMENT

Charlotte K. Dieterbrand

10/6/2020

MASON COUNTY PUBLIC LIBRARY
CHECKING ACCOUNT
SEPTEMBER , 2020

ACCOUNT NUMBER	BALANCE
493976187 9/1/2020	\$ 2,338.62
Other/customer deposits	\$ 342.55
ACH Deposits	\$ 6,779.40
Withdrawals	\$ (6,193.55)
Checks paid	\$ (40.00)
** DDA BALANCE 9/30/2020	\$ 3,227.02
Account #080010726300	\$ 2,564,677.09
Account #080010726302	\$ 950,922.35
Account #080010726303	\$ 828,829.52
GRAND TOTAL - ALL ACCOUNTS 9/30/2020	\$ 4,347,655.98

** DDA BALANCE WILL BE TRANSFERRED
TO #080010726300. ONLY \$1,000.00 TO \$1,500.00
WILL REMAIN EACH MONTH.

Account Summary for September 1, 2020 - September 30, 2020 is hereby approved
this _____ day of October, 2020.

U. S. BANK - WEALTH MANAGEMENT

Charlotte K. Hilterbrand

Charlotte K Hilterbrand 10/6/2020