



## BULLITT COUNTY PUBLIC LIBRARY

### BOARD OF TRUSTEES MEETING

January 14, 2014

The Bullitt County Public Library Board of Trustees met Tuesday, January 14, 2014, at the Ridgway Memorial Library. Those present were Chris Bischoff, Joyce Manning, Sherry Parker, Renee Morgan, Joe Schweiss, and Judy T. Jackson. Joyce Manning called the meeting to order at 5:00 p.m.

The minutes from the last regular board meeting were read. Sherry Parker made the motion to accept the minutes as written. Renee Morgan seconded the motion. The motion carried.

The Treasurer's Report was given. Sherry Parker made the motion to accept the Treasurer's Report as given. Renee Morgan seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

#### Regional Director's Report:

Chris Bischoff reported to the Board that this is to be his last time meeting with the Board. Bessie Gray will be returning as our Regional Director.

The monthly report from KDLA and the Trustee's Tips for January were passed out.

#### Library Director's Report:

Joe is planning on visiting all the branches and the annex soon. He and Judy are working on an employee handbook.

Joe has also been working on a revised Board of Trustee By-Laws. A proposed revised by-law was passed out to the board to review. We will discuss these at a future meeting, after the board has a chance to read over them.

Joe would also like to work on creating a yearly board agenda, so that the board would have a schedule of what items should be looked at annually.

Randy Matlow's name is still on the bank account signature cards. Sherry Parker made the motion to remove Randy Matlow from the bank account signature cards. Renee Morgan seconded the motion. The motion carried. Renee Morgan made the motion to have Joe Schweiss added to the bank account signature cards. Sherry Parker seconded the motion. The motion carried. Joe advised the board that the Sinking Fund Account has over \$18,000 in it. This is the account that we paid the bond payment for the Mt. Washington Library from. Since that bond has been paid off, the account should be closed. Sherry Parker made the motion to close the Sinking Fund Account and move that money to our Money Market Account. Joyce Manning seconded the motion. The motion carried.

Joe showed the board updated pictures from the Hillview landscape project. We have had some concern from the staff on security for that area that we are going to have to address soon, such as to be able to exit the locked fence area if there were an emergency.

The bids for the asbestos removal for the Methodist church were received Monday. The low bid was from HCL, Inc. for \$48,805. Renee Morgan made the motion to let Joe Schweiss accept the bid and contract with Greg White's satisfactory recommendation. Sherry Parker seconded the motion. The motion carried.

John Spainhour, our attorney has looked over the contract with Studio Kremer for the design of our new Mt. Washington Library. The items Mr. Spainhour was concerned with have been addressed according to his recommendations. Sherry Parker made the motion to accept the AIA Contract with

Studio Kremer for the design of our Mt. Washington Library. Renee Morgan seconded the motion. The motion carried.

Joe has met with Keith Davis, from the Bullitt County Board of Education, this past week. They had a nice discussion for collaborating on some future programs. Mr. Davis also offered to help in any way he could.

The PLA conference will be in Indianapolis on March 11-15. Joe would like to attend at least a couple of days. Sherry Parker made the motion to approve the expense of sending Joe to the PLA conference in Indianapolis. Renee Morgan seconded the motion. The motion carried.

We have had several cracks appear in a couple of libraries since the big freeze. We also have some concerns in a section of the floor at Ridgway that appears to be sinking. We have had Greg White come look at this, and he feels these are not structural. We will be continuing investigating these concerns to make sure there is not a more serious problem.

Sherry Parker made the motion to adjourn the meeting. Renee Morgan seconded the motion. Joyce Manning adjourned the meeting at 5:45 p.m.

The next board meeting will be February 11, 2014, at 5 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Martha Underwood  
Secretary  
Board of Trustees  
Bullitt County Public Library

Joyce Manning  
Vice-President  
Board of Trustees  
Bullitt County Public Library