



Bullitt County Public Library
Minutes of the Special Called Board Meeting
January 24, 2017 5:00 PM
Shepherdsville, KY

Call to Order: Sherry Parker called the meeting to order at 5:05 p.m.

Present: Sherry Parker, President; Darlene Mann, Vice President; Lea Ann Johnson, Member; Sean Firkins, Member; Joe Schweiss, Director; Jennifer Nippert, Assistant Director; Chris Bischoff, Regional Consultant. Richard Grammer entered the meeting at 6:10 p.m.

Absent: Bernice Davis

Public Comment: none

Minutes: The minutes of the January regular meeting were presented. Lea Ann Johnson made a motion to approve the minutes as corrected, seconded by Darlene Mann. Unanimously approved.

Treasurer's Report: Because this was the first meeting of the board at its new regular date, there was no new treasurer's report to view.

Director's Report: Joe welcomed our new board member, Sean Firkins, whose appointment was made at the 1/17/17 fiscal court meeting. Joe updated the board on the progress towards land acquisition in Nichols and in Shepherdsville.

A nomination for Sean Firkins to fill the vacancy of treasurer was made by Lea Ann Johnson, seconded by Darlene Mann. Unanimously approved.

Joe reviewed the plan for digital signage to be installed in our locations to help patrons stay informed about library events and to help them access library services through interactive displays. Lea Ann Johnson motioned that Joe seek quotes and contract for this signage, up to \$30,000, seconded by Sean Firkins. Unanimously approved.

Joe reviewed the need for new desktops and laptops to be available for the opening of the new Mt. Washington branch. Darlene Mann motioned for Joe to seek quotes and contract for new computers, up to \$30,000, seconded by Sean Firkins. Unanimously approved.

The board noted that Joe needs to work with Greg White to schedule soil testing on the properties in Nichols, as part of the library's due diligence.

Darlene Mann motioned that Joe and Richard Grammer work to secure lots 5a, 5b and 5c in Settlers Point in Shepherdsville for \$310,000 per acre, seconded by Sean Firkins. Unanimously approved.



Joe and Jennifer updated the board on changes to the room that had been designated as the computer lab at the Hillview branch; Jennifer reported that the programming department had recently successfully used the space for a Minecraft activity and outlined other possible uses for the space. Darlene Mann motioned to strike the library's computer lab policy, seconded by Lea Ann Johnson. Unanimously approved.

The board reviewed the library's Copy/Fax/Copyright policy; Jennifer noted that the Library Fee policy should address all fees charged by the library, including copies and faxes, and suggested that the first paragraph of the existing policy to be removed, as it referred specifically to current fees for copy and fax services. The remainder of the policy specifically notes that the library complies with federal law regarding copyright. Darlene Mann motioned to accept the revision as presented, seconded by Lea Ann Johnson. Unanimously approved.

Joe drafted a request for proposals for the system's landscaping and lawn care, which differed from last year's version in that each branch's scope of work would be considered separately, and therefore, each branch's work could be awarded to separate contractors. Sean Firkins motioned for Joe to advertise the RFP for landscaping for all library branches, seconded by Darlene Mann. Unanimously approved.

Next Meeting: The next meeting will be held at the Ridgway Memorial Library in Shepherdsville, on Tuesday, February 28, 2017 at 5 p.m.

Adjournment: Lea Ann Johnson motioned to adjourn the meeting at 6:35 p.m., seconded by Sean Firkins. Unanimously approved.

Minutes taken by Joe Schweiss, Director, and Jennifer Nippert, Assistant Director

Bernice Davis , Secretary

Sherry Parker, President