

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

October 12, 2004

The Bullitt County Public Library Board of Trustees met Tuesday, October 12, 2004 at the Mt. Washington Branch Library. Those present were Donald Cobb, Joyce Manning, Dolores Ashby, Brenda Roberts, Randy Matlow and Judy T. Jackson. The meeting was called to order at 5:30 p.m.

The minutes of the last meeting were read. Dolores Ashby made the motion to accept the minutes as written. Brenda Roberts seconded the motion. The motion carried.

The minutes for the Special Called meeting were read. Brenda Roberts made the motion to accept these minutes as written. Dolores Ashby seconded the motion. The motion carried.

The minutes of the Tax Rate Hearing was read. Joyce Manning made the motion to accept these minutes as written. Brenda Roberts seconded the motion. The motion carried.

The check register for August and September were handed out. The bank statements had not come in, therefore the regular financial reports were not ready. Dolores Ashby made the motion to accept the check registers as given. Joyce Manning seconded the motion. The check registers will be filed for audit.

Regional Director's Report:

Nelda Moore was not present.

Library Director's Report:

The annual report has been filed. Copies of the report were given to the board.

Randy showed the Board a slide show of the Kenton County Branch Library that he, Donald Cobb, and Joyce Manning went to visit. The equipment he used was purchased for the data projector grant we recently received for KDLA. Joyce Manning suggested we hire a landscape architect to help with the landscape at Dorothea Stottman Library. We will be starting the process of expanding Ridgway soon.

We applied for a grant to use in upgrading our circulation computers. We received the grant, and now the appropriate signatures are needed.

The new Peachtree accounting program we just upgraded to is still under evaluation. We will possibly have the technicians come out for a few hours training.

The Bernheim Festival is this coming weekend. We will have representation at it, and at the Halloween candy give-out at the Zoneton Fire Department.

The Arts Council is now ready to appoint a board. Randy sent out letters of invitations to the first meetings, using library stationary and postage. Each meeting has a few more participants. We have had advertising in the local paper for the meetings.

Charlie Gruber is working with the Teens Program. He will have a Halloween party and show a movie for them on the 30th. He hopes to incorporate using teens in tutoring older adults how to use the computer.

Judy went to a payroll seminar sponsored by the IRS, Ky. Retirement Systems, and Department of Labor. There were a few things brought up that we are checking on. The travel reimbursement we give may have to be included as a fringe benefit on the employee's W-2 form. Also, we may need to have some of our vendors fill out a W-9 form, and send them a 1099-Miscellaneous Form at the end of the year. We have contacted Nelda about these things, and are waiting for an answer from her.

The Board By-laws state that the officers need to be changed every two years. Donald Cobb will be going off the board in July, 2005, and feels he shouldn't leave the board as president right in the middle of our renovation project. After much discussion, the Board decided to discuss the rotation of the offices at the next meeting.

Brenda Roberts made the motion to adjourn the meeting. Dolores Ashby seconded the motion. The meeting was adjourned at 6:25 a.m.

The next meeting will be Tuesday, November 9th, at 5:30 p.m. at the Dorothea Stottman Library.

Respectfully submitted,

Judy T. Jackson
(substituting for Pam Polston)
Secretary
Board of Trustees
Bullitt County Public Library

Donald Cobb
President
Board of Trustees
Bullitt County Public Library