

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

October 10, 2006

The Bullitt County Public Library Board of Trustees met Tuesday, October 10, 2006, at the Dorothea Stottman Library in Hillview. Those present were David Strange, Joyce Manning, Henry Robinson, Pam Polston, Jennifer Brookshire, Nelda Moore, Randy Matlow, and Judy T. Jackson. Pam Polston called the meeting to order at 5:00 p.m.

The minutes of the last meeting were read. David Strange wanted a correction in the section discussing the landscaping at Dorothea Stottman Library. The word "scrubs" should be changed to "shrubs". David Strange made the motion to accept the minutes with this correction. Henry Robinson seconded the motion. The motion carried.

The financial reports were not ready yet.

Regional Director's Report:

Nelda's annual statistics were distributed and discussed. Henry Robinson asked about the comparisons of personnel figures on the pie chart. Nelda explained that some of the libraries have capital outlay that skews the figures some.

Director's Report:

We will be having another meeting this coming Friday with the Construction Company. They have started the real roofing this week. We are hoping they will have a more definite date of finishing soon. They should be able to move faster once the building is secured.

Ad-Ex was going to use stock art in the pictures for the children's area, but Randy thought about asking Bernheim to assist us with this project. Randy showed the Board samples he had gotten from Bernheim. If we use any of the artist's pictures, we will need to pay them a stipend of approximately \$200. Randy suggested the Board might want to have an outing to visit the new library, possibly in November. We had originally planned to put the pictures on the wall leading to the offices, but now we feel they would be better appreciated on the outside wall between the windows. We have a meeting with Mandy Flynn next week, so we will ask her opinion. The Board really liked the pictures from Bernheim, especially since the artist's will be local.

David Strange made the motion to go into executive session at 5:20 p.m. to discuss a personnel matter as per KRS 61.810(f). The motion was seconded by Jennifer Brookshire. The motion carried. Jennifer Brookshire made the motion to end the executive session at 5:26 p.m. Henry Robinson seconded the motion. The motion carried. No action was taken.

Joyce Manning made the motion to go into executive session at 5:27 p.m. to discuss a real estate matter as per KRS 61.810(b). David Strange seconded the motion. The motion carried. Jennifer Brookshire made the motion to end the executive session at 5:44 p.m. David Strange seconded the motion. The motion carried. No action was taken.

The Bullitt County Public Library Trustee By-Laws were looked at. Nelda made several suggestions. Henry Robinson made the motion to follow Nelda's suggestions. David Strange seconded the motion. The motion carried. The revised by-laws will be brought to the next meeting.

Every year we try to have a Staff Development Day in December. This year, due to the construction, Randy feels we may have to move it back a little. Nelda advised she would be having her bi-annual regional staff development day in April. Randy feels we could probably close all the libraries to send our entire staff. We could then possibly have our own further in the year. David Strange asked if we would have to have staff training when we move back into the new library. Randy feels we should be okay.

Randy asked the Board if, due to unforeseen circumstances, they would be willing to cover his family health insurance again. Henry Robinson made the motion to continue with Randy's family health insurance coverage. Joyce Manning seconded. The motion carried.

Randy invited the Board to look around Dorothea Stottman. Some changes he would like to do in the future would be to incorporate the meeting room into the main library. We would then need to build a new meeting room, possibly on the back of the library. We also should move the front door closer to the parking lot. Ms. Manning feels we should start including regular landscaping and maintenance for such, in our future budgets for all the libraries.

We have applied for several grants. A couple of the grants are from KDLA, and one is from the Kentucky Humanities Council. We haven't heard from any of the ones we have submitted yet.

Randy will again this year be participating in the Zoneton Fire House Halloween celebration. We will have to purchase a couple of hundred dollars worth of candy for the event, but it is a good public relations event.

The Arts Council is still working on getting their 502©3 status. Randy showed the Board this year's arts poster. He also handed out the invitation to this year's event. It will be a Dinner and an Auction. He also gave the Board a list of all the upcoming events the council is working on.

There will also be a program honoring World War II veterans on November 10th at our county extension office. Our Outreach Librarian, Charlie Gruber has been helping with this.

Pam Polston brought up the concern about the big hole in the outside wall for the furnace ventilation at Lebanon Junction. This was needed due to the older furnace system needed to have air circulation, and since we replaced the louvered door with a solid one, this was not being accomplished. She would like to see if something else could be done. The suggestion was made to check into the cost of a new furnace. She would also like to see the carpet tiles in front of the bathrooms replaced. Pam also inquired about what chairs we had in mind to use with the smaller tables that will be used at Lebanon Junction. We are planning on moving some of the surplus chairs from the temporary location down there when we move back to the new building.

Pam Polston feels the Board needs to work towards Randy's evaluation. She would like to sit time aside at the next meeting to discuss how to evaluate Randy. She would like a list of Randy's short term goals. Randy would like for the Board and himself to write down their values and goals for the library, and where the library is going.

Randy reminded the board that we have been meeting temporarily at 5:00 p.m. instead of the official 5:30 p.m. If the board wants to continue with the 5:00 p.m., we will need to officially change it in the minutes with a motion. Since Jennifer Brookshire had to leave before this discussion, the board decided to wait until the next meeting so everyone would be present before the vote.

Henry Robinson made the motion to adjourn the meeting. David Strange seconded the motion. The motion carried. The meeting was adjourned at 6:30 p.m.

The next meeting will be November 14, 2006, at the Mt. Washington Library, at 5:00 p.m.

Respectfully submitted,

Jennifer Brookshire
Secretary
Board of Trustees
Bullitt County Public Libraries

Pam Polston
President
Board of Trustees
Bullitt County Public Libraries