



BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

November 11, 2014

The Bullitt County Public Library Board of Trustees met Tuesday, November 11, 2014, at the Hillview Library in Hillview. Those present were Pam Polston, Joyce Manning, Martha Underwood, Sherry Parker, Joe Schweiss, and Judy T. Jackson. Pam Polston 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. Joyce Manning seconded the motion. The motion carried.

The Treasurer's Report was given. Sherry Parker asked about the line item for the fiber optic and if we would have to continue paying that after we change internet providers. Joe explained we would since that was used to connect our buildings as one big network. She also asked about the check that was written to Fine Line Landscaping and if that would be the last one. Judy Jackson explained that would be the final one. Martha Underwood made the motion to accept the Treasurer's Report as given. Sherry Parker seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

Regional Director's Report:

The Regional Director was not present, but the Monthly Report from KDLA was passed out. Joe Schweiss went over the report with the board. The Trustee Tip of the Month pertained to the library needing to have an inclement weather policy.

Library Director's Report:

Greg White and Joe Schweiss went to the Mt. Washington City Council meeting on October 27th to show them our building plans for the new Mt. Washington Library. We will plan to meet their water retention guidelines to the best of our ability. Some of the adjustments in the building plan to do this will add some additional cost to the project.

The AIA contract with Redlee Construction was submitted for signing. Joe Schweiss signed the contract and will return it to Studio Kremer.

Greg White has been in contact with E H Construction to get the Hillview project finished. There have been a few problems with rainwater running over some of the walking path that needs to be addressed.

We have had the line run through Ridgway that was needed in order to change over our internet provider. We are not sure when Windstream will be connecting to this line. We also will have to purchase equipment needed to complete this transfer.

The person taking the Public Relations Coordinator position asked to have included in the job description participation in the strategic planning. Therefore, a revised job description for this position was presented to the board. Martha Underwood made the motion to accept this job description with this revision. Sherry Parker seconded the motion. The motion carried.

A "Time in Position Policy" was passed out. After some discussion, the board felt there should be a change in the second sentence of the second paragraph. That sentence should now read: "Time served under one job title does not apply to new job title." Joyce Manning made the motion to accept the "Time in Position Policy" with the stated changes. Martha Underwood seconded the motion. The motion carried.

A quote has been received from D. Riney Roofing for ice guards installed at both Lebanon Junction and Ridgway. Martha Underwood made the motion to accept the quote for the ice guards. Sherry Parker seconded the motion.

We have received quotes for more shelving for both Hillview and Ridgway from KPC Architectural Products. Hillview's children area is in desperate need of more shelving, and the fiction and non-fiction sections at Ridgway are also cramped. Since our newly elected officials are pushing for early childhood



development, these shelves are needed. Martha Underwood made the motion to accept the quotes for shelving. Sherry Parker seconded he motion. The motion carried.

The circulation stats were passed out. Joe went through the stats with the board. Overall, the numbers have gone up some from the numbers from last October.

We had put out a bid for snow removal at all the library locations. We received two bids. After reviewing both of the bids, Sherry Parker made the motion to accept the bid from Mike Osborn Lawn Care. Joyce Manning seconded the motion. The motion carried.

The question was brought up again about the procedure we use for scheduling our meeting rooms. The general consciences of the board was to stick with the policy we have in place for the time being, but revisit this in a future meeting.

Sherry Parker made the motion to adjourn the meeting. Martha Underwood seconded the motion. The motion carried. The meeting ended at 6:00 p.m.

The board will resume meeting at their regular location. Therefore, the next board meeting will be December 9th, at 5 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Martha Underwood
Secretary
Board of Trustees
Bullitt County Public Library

Pam Polston
President
Board of Trustees
Bullitt County Public Library