

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

November 12, 2013



The Bullitt County Public Library Board of Trustees met Tuesday, November 12, 2013, at the Ridgway Memorial Library. Those present were Pam Polston, Chris Bischoff, Joyce Manning, Nelda Moore, Renee Morgan, Martha Underwood, Sherry Parker, and Judy T. Jackson. One guest, Dale Salmon, from the Mt. Washington Stormwater Quality Program was present.

Dale Salmon talked to the board about letting his Bullitt East youth learning group do a study on stormwater runoff on our new Mt. Washington project property. The purpose of this group is to study the impact of stormwater on property and to come up with suggestions that would help the ground absorb more stormwater. The board thought this was an interesting idea. Chris Bischoff did make one comment. He felt that the project should leave out the possibility of having a "green roof." Mr. Salmon assured the board they would not be under any obligation to use their findings and suggestions. Chris Bischoff suggested that the kids be able to present their ideas to the board when they finished their research. The board agreed to move forward with this collaborated project.

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

The Treasurer's Report was given. Martha Underwood asked about the purchase from Nettie Jarvis Antiques. Judy explained it was for some books that we couldn't find anywhere else. Martha Underwood made the motion to accept the Treasurer's Report as given. Joyce Manning seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

Nelda Moore asked the Board if they had any questions about the upcoming interviews. She explained the process for that day. Martha Underwood asked if we should try to fill the slot of the one that dropped out. Nelda's suggestion was to go ahead with the remaining two on the 23<sup>rd</sup>, then if the board didn't like either one of them, we could either take another look at the remaining applicants, or advertise the position again. The board agreed to interview just the two for now.

Regional Director's Report:

Chris Bischoff wanted to let the board know that the "Good Government Summit" archive was now available on the state auditor's website. The address for this website was on the November, 2013 monthly report from KDLA.

Library Director's Report:

The Ridgway library has had to be evacuated due to bomb threats twice in the past month. The library does have an emergency closing policy, but it doesn't really fit with a bomb threat. Judy would like to have the board's opinion on what should be done during these bomb threats. The first one was later in the day, and she closed the library for the remainder. The second one was earlier in the day, so she was able to reopen the library at 4 p.m. It was a night that library stays open until 8 p.m. She has talked to Kevin Mooney, the Bullitt County Court Clerk, how he handles these situations. He has all his people evacuate to a parking lot on the south of Joe B. Hall Street. He tells them to meet back in that spot at a given time. If it has been declared clear, then they go back to work. The board would like to find out what Mr. Mooney does about paying the employees for this time away before setting a policy to handle this. Judy will contact him and find out by the next meeting.

Our genealogy/local history research policy needs to be updated. The price listed for fax replies does not reflect our current price. Joyce Manning made the motion to accept the revised policy. Martha Underwood seconded the motion. The motion carried.

We usually have a staff development day in December, but since we are without a director this year, Judy asked the board their thoughts on this. The board felt we should delay the staff development day until a new director has been hired. This could possibly push it into January or February.

Both the landscaping and construction of the pavilion area have been started at Hillview. Judy had pictures to show the board. Our custodial person did have a conversation with the Peggy Heutis about not putting weed mat down. She didn't feel like we needed it, but our custodial person suggested she do it. She has put it down on part of the project. It was not specifically mentioned on the quote, so it probably isn't covered in the quote.

We had the bid opening for the demolishing of the Methodist church and parsonage on Thursday, November 7<sup>th</sup>. We had seven companies bid. The company with the actual lowest bid had to withdraw from the bid due to the fact that they realized they failed to include the cost of filling in the basement of the parsonage. Therefore, the second lowest bidder was Rame Contracting from Springfield, KY at \$69,500. They also asked if they could start January 1<sup>st</sup>. Joyce Manning made the motion to accept the bid from Rame Contracting with the start date of January 1, 2014. Renee Morgan seconded the motion. The motion carried.

We have received a quote for doing an asbestos survey on the church and parsonage. The quote came in at \$1925 with a turn-around time of 3-5 days. Martha Underwood made the motion to accept the quote from A & M Environmental Services for the asbestos survey. Sherry Parker seconded the motion. The motion carried.

We have been asked by the EPA to let them take some of our reference material on Smith's Dump in Bullitt County out of the library and copy it. We appear to be the only depository for this material. Our policy reads that reference material cannot be taken from the building. After much discussion, the board agreed the material could not be taken from the library. They agreed to let our staff make the copies and let Judy Jackson figure the cost for the EPA.

Just a reminder, we still need to adopt the county's Code of Ethics as per HB1. Chris Bischoff will get to Judy the suggested language for doing this. It must be adopted before December 31, 2013.

The auditor has been here. He still needs to get Judy the figures needed for the M&D portion to complete the audit. It should be done soon.

Joyce Manning made the motion to adjourn the meeting. Renee Morgan seconded the motion. Pam Polston adjourned the meeting at 6:50 p.m.

The next regular meeting will be December 10, 2013, 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