

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

November, 8, 2005

The Bullitt County Public Library Board of Trustees met Tuesday, November 8, 2005, at the Ridgway Memorial Library. Those present were Dolores Ashby, Henry Robinson, Joyce Manning, Pam Polston, 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 was read. Pam Polston made the motion to accept the minutes as written. Henry Robinson seconded the motion. The motion carried.

The Treasurer's Report was given. Brenda Roberts made the motion to accept the Treasurer's Report as given. Henry Robinson seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

Library Director's Report:

Copies of the audit report were handed out. Randy advised that everything was reported as being fine. No surprises.

Direct deposit is now available through our latest version of Peachtree Accounting. Charges would be approximately \$1.50 per person/per pay run. There is a 3-day delay from submitting the information till the money reaches the employees bank accounts. By participating in this, we will have to move our pay day from Tuesday to a Friday when it takes effect. The board discussed the matter, and had no objections. The board did advise to poll the employees to see how many of them would be interested. There would have to be a big enough number interested to justify doing this. The board agreed to proceed if enough employees wanted to participate.

Randy passed out the policy for dealing with library staff serving on other boards or committees and if the library would pay for such participation. Pam Polston made the motion to accept the policy as written. Henry Robinson seconded the motion. The motion carried.

Due to the prospective raise in fuel cost this winter, Randy felt we needed to have a policy written dealing with temperature standards for library buildings. Henry Robinson thought if the libraries were too cold, the patron's would not be happy or comfortable. The boards major concern was the cost of the heating. Dolores Ashby asked what the Federal guidelines for setting the temperatures were. Randy wasn't sure. Henry Robinson made the motion to set the heating temperature at 70-72 degrees in the policy. Pam Polston seconded the motion. The motion carried. If during the winter, the cost goes too high, the board can readdress the issue.

We are hoping to hear from KDLA about the construction grant this week. So far, we have not heard a word. Also, Greg White is no longer with Nolan and Nolan. We do have a new architect assigned to us. The Board would like to invite the new person to a board meeting so they could meet him.

LG & E wants to put our new lines in the ground instead of over head. Judge Rigdon gave his okay to do this. This means the junction box will have to be put on the courthouse annex property, but that has been okayed.

The Arts Council gala and opening of the gift shop went very well. The art fair the next day turned out good also. Ms. Manning went to the gala and really enjoyed herself. Next year the arts fair will be held two days. Randy and Joetta Calhoun went to a workshop in Lexington to meet with performers they might consider for future events.

We would like to have our annual Staff Development Day on Wednesday, December 7<sup>th</sup>. Brenda Roberts made the motion to close the library for Staff Development Day. Joyce Manning seconded the motion. The motion carried.

The Bullitt County Extension Office will hold a Veterans Day celebration.

Our server/domain controller crashed. Now we have a 2003 server up and running. Randy has been changing all our computers to accommodate the new server. Our internet provider will be improving our internet connections also. He is currently working on a back up system of more radios on the towers.

The photocopier in Judy's office died. It is only used in the administrative offices, but it definitely made copying more confidential for deposits and such.

We have had a complaint from a Lebanon Junction person that owns the building next to the library there. The library staff has been parking on the main street running in front of his business. He has requested that our staff not park in front of this business. The same person owns the lot between the library and his business. The gentlemen gave the staff permission to park in that lot, next to the library. He stated that he planned on back topping the lot in the future.

Randy advised the board that we are going to have to amend our budget sometime in the future. We will do this when we get more actual figures, such as with the construction.

Pam Polston made the motion to adjourn the meeting. Henry Robinson seconded the motion. The meeting was adjourned at 6:25 p.m.

The next meeting will be December 13<sup>th</sup>, at Ridgway Memorial Library, at 5:30 p.m.

Respectfully submitted,

Brenda Roberts  
Secretary  
Board of Trustees  
Bullitt County Public Libraries

Dolores Ashby  
President  
Board of Trustees  
Bullitt County Public Libraries