

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

November 9, 2010

The Bullitt County Public Library Board of Trustees met Tuesday, November 9, 2010, at the Ridgway Memorial Library in Shepherdsville. Those present were Allie Phillips, Joyce Manning, Michael Branham, Randy Matlow, Don Cundiff, Chris Bischoff, and Judy T. Jackson. The meeting was called to order at 5:00 p.m. Trina Kimball arrived at 5:23 p.m.

The minutes of the last meeting was read. Don Cundiff made the motion to accept the minutes as written. Joyce Manning seconded the motion. The motion carried.

The Treasurer's Report was given. Joyce Manning mentioned the cost of the taxes on the new Hillview property. Randy explained the bill was for the whole property, and that the tax amount up to 6-1-2010 was deducted from the closing amount. He also said that the seller gave us a check for \$1400 towards the remainder of the taxes. Michael Branham made the motion to accept the Treasurer's Report as given. Don Cundiff seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

Regional Director's Report:

Good news – the tax revenue is up, so we could possible receive all of our state aid money. The KDLA monthly report for November was also distributed.

Library Director's Report:

Our staff development day is scheduled for December 8th. Lunch will run approximately \$10.00 per person. The board agreed to close the library for that day, and to furnish the lunch. Randy invited the board members to come to the lunch if possible. We are planning to have a couple of guest speakers. One will talk about the newest e-book readers, and the since we have so many new people, the other will have a new and refresher staff orientation session.

LJ construction update: The replacement carpet for the meeting room has been ordered. The cost will be taken off the final payment to the construction company. Some lights for out front still are on order. The light switches next to the front door will be reworked. The guard rail situation still has not been resolved. The estimate for the brick wall around the generator was for over \$7,000. Our custodial people will do it for a lot less.

Hillview construction update: The latest drawing received from Greg White was shown to the board. Randy went over the features and highlights. Chris Bischoff stated he still doesn't like the round design. His concerns were the cost and the roof structure. We have checked with the architect about Chris's concerns, and have been told these will not be a problem. The curves of the walls are not so great as to increase the cost, and the roof structure has been designed in a way that will make the construction of it less complex.

The auditor has started the audit for the year. He will be coming back one more day to finish up.

We have written the final report for the Nichols project grant. It is being used, but not a lot yet. We do have regular users.

We have started the new hours. It is going well so far. Randy has been working with the automatic lights at Lebanon Junction. He has finally figured the software program out so he was able to reset it to the new hours.

The new programming people are doing very well. We are having more response to our programs. The movie night is having a much better response.

We now have our second reference person going to the branches. The branches really appreciate her being there set hours each week. She is already getting appointments for the times she is there.

Randy attended the Director's Retreat at Cumberland Falls. He reported that it was a very good workshop and was glad he had attended.

Randy would like to have a library logo. He had two samples that he would like to have fused together to create one symbol. He has a person in mind that could do it. The board agreed to move forward with this idea.

We received the paperwork on the KDLA Workforce Grant. The amount we would receive is \$14,130. There is a great deal of monthly paperwork that would have to be done. After a discussion, the board felt that the amount we would receive did not justify the added paperwork involved. The board decided to decline this grant.

We have applied for the Prime Time program again this year. We will be doing this session at the Dorothea Stottman Library. The date for it will probably be in April of next year.

The Pioneer News came in today to talk about all our new programming at the libraries. They plan to run an article in one of their future papers.

There was a national reading contest held during our Summer Reading Program last year. We have been informed that one of our patrons won. The award is \$1000 scholarship. We have not been told who won this yet. Some paperwork had to be completed before they will release this information.

Randy and Judy have been discussing the payroll and the problems we have been having with ADP. They have been looking into another outsourcing company, Paychex. We have been told that Paychex could convert from ADP's reports without much trouble. They also have an HR portion included in their quote. The board discussed all the possibilities. The board wants Randy and Judy to visit a local company that uses them to see the program in action before making a decision.

Don Cundiff made the motion to adjourn. Trina Kimball seconded the motion. The meeting was adjourned at 6:05 p.m.

The next meeting will be Tuesday, December 14<sup>th</sup>, at 5:00 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Michael Branham  
Secretary  
Board of Trustees  
Bullitt County Public Libraries

Allie Phillips  
President  
Board of Trustees  
Bullitt County Public Libraries