

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

December 13, 2005

The Bullitt County Public Library Board of Trustees met Tuesday, December 13th, 2005, at the Ridgway Memorial Library. Those present were Joyce Manning, Pam Polston, Henry Robinson, Dolores Ashby, Brenda Roberts, Judy T. Jackson, and Randy Matlow. Dolores Ashby called the meeting 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. Joyce Manning seconded. The motion carried.

The treasurer's report was given. Brenda Roberts made the motion to accept the treasurer's report as given. Pam Polston seconded the motion. The motion carried. The treasurer's report will be filed for audit.

Regional Director's Report:

Nelda was unable to attend. No regional report was given.

Library Director's Report:

Randy had a meeting last week in Frankfort with KDLA to find out the regulations for the construction grant. We still have one more step before the grant can be official. The Legislative Research Commission will still have to sign off on the grant money. We have been advised by Chris Bischoff at KDLA that we can go ahead with getting the bids out. The only thing we can not do is sign the contract with a contractor. The grant money has been added as a line item to the state budget. We have the bid documents almost read to go. John Spainhour has agreed to look over them for us. We know there are a few items that will have to be changed before we sign off on the bid documents, but nothing major. Pam Polston asked if it was written in the bid document that we must accept the "lowest bid" only. Randy advised it was stated we would accept the "lowest and best" bid. The bid only needs to officially be out for 21 days, but with the holidays, we feel we should allow 30 days. At the end of these 30 days, we will have a public opening of the bids. We may need to call a meeting to sign the contract. Our new architect was planning to come to this meeting to meet the board, but had a family emergency and had to cancel.

We are starting to look at the financial part. We can sell bonds, or go to private banks and request a loan. Randy has talked with Nelson County public library. They have also received a grant and have been talking to Hillard Lyons Investment Group about selling bonds. We have met with them, and have received a projection of what the cost would be. We have drafted a letter to be sent to our local banks, if the board would like to see what they could offer. We had to have an investment policy in place back in 1995. The investment policy does not state our money has to stay in the county. Randy asked if the board would like to do any changes in this policy. The board decided to leave the investment policy alone, so we could have more options. The board also wants

to send the letter to our local banks inquiring about a loan. Brenda Roberts asked how risky would investments be. Randy assured her we would not invest in anything risky, and that was also included in the investment policy as to types of investments we could make. Brenda Roberts made the motion to send the bid documents out after our lawyer has okayed them. Pam Polston seconded the motion. The motion carried.

When time comes, we will need to move everything out of this building. We will start checking into possible locations to relocate. The board felt we should stay in the Shepherdsville area if possible. We are hoping we can stay in the building at least three months, but we may be out of the building for as long as nine months or more. **We need to sign the MOA with KDLA and return it by December 16, 2005. Pam Polston made the motion to sign the MOA. Joyce Manning seconded the motion. The motion carried.** Randy asked if it would be okay to proceed with the Hillard Lyons people, until we receive the banks response.

We know there will be lots of change in the coming months. At the Staff Development meeting we had gotten a video from Interlibrary Loan that was very informative about dealing with change and stress. The entire day went very well. We purchased the lunch from Cracker Barrel. It was very good, and the staff enjoyed it.

We will need to revise budget, but would like to do it later when we know the actual cost of our construction. We will probably at the February meeting.

Dolores Ashby brought up the subject of having a standard for closing when we have hazardous weather, especially if Randy is out of town. After much discussion, the board decided to consider the possibility of closing for hazardous weather on a case by case situation.

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

The next meeting will be January 10, at 5:30 p.m., at Ridgway Memorial Library.

Respectfully submitted,

Brenda Roberts
Secretary
Board of Trustees
Bullitt County Public Libraries

Dolores Ashby
President
Board of Trustees
Bullitt County Public Libraries