



BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

February 11, 2014

The Bullitt County Public Library Board of Trustees met Tuesday, February 11, 2014, at the Ridgway Memorial Library. Those present were Pam Polston, Joyce Manning, Sherry Parker, Renee Morgan, Martha Underwood, Joe Schweiss, and Judy T. Jackson. One guest was present, Lori Puchino from Mt. Washington. Pam Polston called the meeting to order at 5:00 p.m.

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

The Treasurer's Report was given. Sherry Parker had a few questions concerning the Treasurer's Report. Judy Jackson answered these. 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:

A regional director was not present.

The monthly report from KDLA and the Trustee's Tips for January were passed out.

Martha Underwood had asked to be put on the agenda to discuss several items. She wanted to comment on the icy conditions the parking lots at the libraries have been in. She would like to see us investigate getting a contract with a snow removal company that would come clean our parking lots whenever we have bad weather. She would also like for the library to hire a landscaping service that would be able to take care of the day-to-day maintenance of our backyard library gardens. She thought we could possibly get one company that could perform both services. She would also like us to get the phone message on Ridgway's phones changed. These items will be seen to immediately.

Library Director's Report:

Joe has drafted a new Emergency Closing Policy. He proposed paying employees their full scheduled time if they worked part of the time due to either delay openings or early closings because of the weather. The board discussed this policy. Martha Underwood made the motion to accept the new Emergency Closing Policy. Sherry Parker seconded the motion. The motion carried.

We have noticed some problems with the floor here at Ridgway. Either the floor at the south end of the building is sinking some, or the middle of the floor is raising. We have received a quote from Greenbaum Associates on monitoring the movement of the floor over a period of six months. The board had several questions concerning this. Martha Underwood made the motion to give Joe the approval to authorize this monitoring after he has talked to the company and received satisfactory answers to the board's concerns. Sherry Parker seconded the motion.

Joe plans on replacing some of our older computers, and adding a few new ones. Instead of trying to come up with space for more furniture to accommodate them, he is thinking of adding laptop computers that will be checked out for in-house use only. We would, of course, have to hold something such as the patron's driver's license in order for them to check out the laptop.

We have also had a significant number of DVD's, BluRays, and Playaways stolen from our libraries. Joe has talked to our Technical Services people about how to defray some of these. We are looking into purchasing a locking mechanism that would have to be unlock at the circulation desk at the time of checkout.



Joe has been contacted by a reporter from the Pioneer News concerning an update on our progress with our Mt. Washington project. He has been responding to her inquiries such as when we plan to have the buildings down, the cost, and design of a new building. Lori Puchino from a citizens group from Mt. Washington also was interested in this information. She wondered if we had a timeline for new building, and if we have decided on a design yet. Joe assured her that when we have a design ready, the public will be invited to look it over. It probably will also be displayed in the old Mt. Washington Library for the public to view.

Joe has been collecting circulation statistics for a comparison to past years. These statistics were passed out to the board. There has been a small drop in our numbers, but this could be from the severe weather we have been having.

Judy Jackson reminded the board that we need to have a reception for Joe. The board said any Sunday afternoon at Ridgway would be good for them. Judy will check with the program department about dates, and let the board know what date has been chosen.

Joyce Manning made the motion to adjourn the meeting. Martha Underwood seconded the motion. The motion carried. The meeting was adjourned at 6:15 p.m.

The next board meeting will be March 11, 2014, 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