

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

February 8, 2005

The Bullitt County Public Library Board of Trustees met Tuesday, February 8, 2005, at the Ridgway Memorial Library. Those present were Donald Cobb, Randy Matlow, Judy T. Jackson, Dolorse Ashby, Joyce Manning and Pam Polston. Dolorse Ashby called the meeting to order at 5:30 p.m. Brenda Roberts arrived at 5:55 p.m.

The minutes of the December, 2004, were read. Joyce Manning made the motion to accept the minutes as written. Donald Cobb seconded the motion. Motion carried.

The Treasurer's Report for December, 2004 was given. Joyce Manning made the motion to accept the Treasurer's Report as given. Donald Cobb seconded the motion. The Treasurer's Report will be filed for audit.

The minutes of the January, 2005 were read. Donald Cobb made the motion to accept the minutes as written. Joyce Manning seconded the motion. Motion carried.

The Treasurer's Report for January, 2005 was given. Donald Cobb made the motion to accept the Treasurer's Report as given. Joyce Manning seconded. The Treasurer's Report for January, 2005 will be filed for audit.

Pam Polston has missed four meetings since July 2004. This terminates her position on board. Joyce Manning made the motion to resubmit Pam Polston and submit Joyce Fish as the two names to fill that position. Donald Cobb seconded the motion. The motion carried.

Regional Director's Report:

Nelda Moore was not present at this meeting.

Library Director's Report:

Randy gave a summary of the ideas that came from the visitors at the last meeting. Their ideas had run along the same ones the board had discussed previously. A larger meeting room seems to be the main item needed.

Our architect, Greg White is working on the permits, and soil testing we need done. Some permits we will be exempt from, but we may not be exempt from a storm drainage requirement. Greg and Randy will be checking to see if we could be exempt due to how the surrounding buildings compliance to this permit has been. Extra paper work needs to be done since we are in the flood plain. Our elevation must be at least one foot above the flood plain. This factor may effect the floor plan of the new construction, and if we keep sidewalks or not. We do not have any requirements for setbacks. We can build up to our property lines – especially next to the lawyers building if we wanted. The new roof will be so designed as to make it seem like one. The surveyor has been out already. Next will be the boring for a soil testing. Donald Cobb made the motion to allow Randy to spend up to \$5000 on Ridgway construction before Board approvable is needed. Joyce Manning seconded the motion. The motion carried.

We will be discussing ideas for the new budget in the coming months. Randy asked if the Board if they wanted to bid out our property insurance and bank interest this year. He feels since we are doing the Ridgway construction this year, we should probably not do the property insurance this year but still do the bank interest. The Board agreed. Our attorney has approved the contract for the architect.

David Strange from the history room at the courthouse has requested letting the history room have access to our microfilm. Randy wrote a policy stating only one roll of film may be borrowed at one time, and must be returned the same day. Donald Cobb made the motion to accept this policy as written. Brenda Roberts seconded the motion. The motion carried.

One person in Technical Service is working 30 hours. We are thinking about making this a full time position. We are looking at either an April or July start date. Donald Cobb made the motion to change this part time position to a full time position at the end of the third quarter. Brenda Roberts seconded the motion. The motion carried.

Randy will be doing a deposition for the Anthem lawsuit at the end of February. The trial date has been set.

The Arts Council will be having a meeting to appoint a board at the end of February.

Randy advised the Board that Judy had more than the year's worth of vacation allowed to carry over at her anniversary date. She has not been able to take off due to library obligations, and has asked to have an extension on the amount of time in which to use the extra vacation hours. The board agreed.

Joyce Manning made the motion to go into executive session at 6:15 in accordance with KRS 61.805-61.850 to discuss a personnel matter. Donald Cobb seconded the motion. Donald Cobb made the motion to come out of executive session at 6:30 p.m. Brenda Roberts seconded the motion. No action was taken.

Randy gave the Board a sample of a Bullitt County Public Library Newsletter he is working on. He is not sure yet of the frequency of this newsletter. Randy asked if the board had any suggestions for the name of the newsletter. Some were "Your Library," and "How About Your Library". We might include a "Staff of the Month" section.

Joyce Manning made the motion to adjourn. Brenda Roberts seconded the motion. The meeting was adjourned at 6:40 p.m.

The next meeting will be March 8, 2005, at 5:30 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Brenda Roberts
Secretary
Board of Trustees
Bullitt County Public Library

Dolorse Ashby
President
Board of Trustees
Bullitt County Public Library