

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

February 21, 2006

The Bullitt County Public Library Board of Trustees met Tuesday, February 21, 2006, at the Ridgway Memorial Library. Those present were Brenda Roberts, Henry Robinson, Pam Polston, Joyce Manning, Dolores Ashby, Judy T. Jackson, and Randy Matlow. There were also visitors from Hilliard Lyons Financial, Mark Rawlings, and Sam Conner, and from Nolan and Nolan Architects, Jason Stewart, and Thom Guilford. Dolores Ashby called the meeting to order at 5:30 p.m. Nelda Moore arrived shortly after.

The Board decided to ask the visitors for their presentation before the normal business matters. Mr. Guilford and Mr. Stewart advised the board of the bids received on our project. All the bids came in higher than we anticipated. Randy passed out a projected cash flow analysis through December 2007. He increased the projected revenue by 11%, and increased the expenses by 10% through June, 2006, then 11% each after that. Our low point would occur in October 2006 before the first tax check would be received.

The lowest bid came from E H Construction at \$1,977,000. They are a local contractor. Randy and Judy met with the contractor and architect to discuss some items that could be refigured to save money. A worksheet of changes are attached. The add alternate #2 does not include a new transformer. L, G, & E will provide the transformer and we have received that in writing. Nolan and Nolan reviewed with the board the list of items that could be changed or deleted to help reduce the cost. If we remove the casework from the contract, and bid it out ourselves, the section relating to "prevailing wage" would no longer be in effect. This could reduce the cost of the casework. Pam Polston would like to keep the infusion panels. She felt they were an important architectural factor in our plans. The other board members agreed with her. Dolores Ashby agreed that the casework should be bid out separately. Henry Robinson commented on all the hard work Randy and Judy has put into this project so far. There were two options for the windows. Option one would reduce the cost of the windows by \$7,782 and option two would reduce the cost of the windows by \$5,191. The Nolan and Nolan people showed a sample of both windows to the board for comparison. Henry Robinson made the motion to accept E H Construction's bid with items 1, 2, 3, 4, 5, 7, 8, and 9 deleted from the contract, and to go with option one on item 10. Brenda Roberts seconded the motion. The motion carried.

Nolan and Nolan advised it would probably be 10-12 days before the actual contract would be ready to sign, due to the contractor having to submit his certificate of insurance, and his contractor's bonds. After the contract is signed, they should get under way possibly the first week of March. The contractor also advised in the meeting with Randy and Judy, that the library could possibly continue to operate as is for approximately 120 days.

Randy wanted to advise the board on an update on the bank bids for the loan. We had a visit from Billy Howard Smith. Mr. Smith is the descendant of Dr. Ridgway, and is also on the Board of Directors for the Peoples Bank of Bullitt County. Mr. Smith was very distraught over the bank not being accepted as the loan institution. Brenda Roberts also told the Board he had also received a phone call from an unhappy person (name not identified) concerning this issue. After Mr. Smith left, Randy called Bill Hardy, president of the bank to see if Mr. Smith was speaking for the bank, or just as an individual. Mr. Hardy assured Randy that Mr. Smith was not representing the bank with his opinions. The board discussed the matter, and decided that their job as being a Board Trustee, was to look out for the tax people's money. In this case, selling the bonds would give us more money for our payments, than borrowing the money from the bank. Randy advised he doesn't feel it is ethical to ask for large donations from businesses we trade with. The Board feels the library's day to day operating money should remain in the county. The Hilliard Lyons people also advised the board that if the bonds do not meet the boards needs, they had the opportunity to cancel the contract with Hilliard Lyons.

Copies of the bond resolution was handed out by Mark Rawlings. The board will not owe any money until the bonds are sold. The prospective date to sell the bonds is March 7th, with the closing two weeks later, on March 24th. Henry Robinson asked if they could give the board a little more explanation on how the bonds worked. Mr. Conner stated the process of selling the bonds to the board. Joyce Manning made the motion to accept the bond resolution as presented. Henry Robinson seconded the motion. The motion carried. The resolution gives Randy the authorization to sign when the bonds are sold.

Both Nolan and Nolan, and Hilliard Lyons thanked the board for having them at the meeting and then left.

Regional Directors Report:

Nelda passed out a handout concerning public libraries and the internet for 2004. She pointed out several points of interest in the report.

Nelda also passed out the February Monthly Report of Lincoln Trail and Kentuckiana Regions. She pointed out that KDLA is planning a salary and benefits survey. She feels this information would be very helpful to library director's in planning and budgeting.

Library Director's Report:

What will happen to the library while construction is going on? The contractor has given us approximately 120 days before we will have to vacate the building. Randy laid out some options for the board to consider. Brenda Roberts and Dolores Ashby feel we need to stay in the local area. Randy and Judy have been scouting out various possible locations, and have even met with Judge Ridgon, and Mayor Sohm. Randy and Judy will continue to pursue these locations.

We will need to have a groundbreaking ceremony in the next few weeks. The Board felt a weekend would be best for them. Randy advised that Chris Bischoff at KDLA has a gold shovel we could use.

The product for filtering our internet is being phased out. A new product is now available. Oldham County Library also uses this filtering product, and would possibly be willing to split the cost of the equipment with us. Henry Robinson made the motion to buy the three-year contract for the new product with 8e6 technology. Brenda Roberts seconded the motion. The motion carried.

Randy advised the board about a light problem we had at Mr. Washington. We had a ballast in a light over the circulation desk go bad. The light was suppose to be designed so that the ballast could be changed from below the fixture. Our custodial person tried every way possible to do this. The manufacturer of the light was contacted, Nolan and Nolan were contacted, and then finally the electrical contractor that installed the lights was contacted. We also found that the three ceiling access doors were of no use, so we couldn't get into the ceiling to fix the light from above. Bill Saltsman finally was able to work around this problem, but we still need to work on the access doors.

Randy wanted to remind the Board that we would be having two vacancies as of June 30th. Dolores Ashby and Brenda Roberts have both served their two terms each, and will be leaving the board. Names need to be submitted soon for those vacancies. David Strange has expressed an interest in becoming a board of trustee member. Elise Spainhour was also mentioned as a possible replacement for one of the vacancies.

They are putting in a new fire hydrant in front of the Mt. Washington Library. This probably won't help our insurance rates, but is good for the library.

Pam Polston asked if we could check into getting name badges for the staff. She feels this would be a good move for the library. Randy and Judy will do some checking into this.

Henry Robinson made the motion to adjourn the meeting. Pam Polston seconded the motion. The meeting adjourned at 7:45 p.m. The next meeting will be March 14th, at 5:30 p.m. at the 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