

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

March 8, 2016

The Bullitt County Public Library Board of Trustees met Tuesday, March 8, 2016, at the Ridgway Memorial Library. Those present representing the library were Lea Ann Johnson, Darlene Mann, Joyce Manning, Bernice Davis, Joe Schweiss, and Bessie Davis. Also attending were Judy T. Jackson. Joyce Manning called the meeting to order at 5:07pm.

The minutes from the last regular board meeting were read. Lea Ann Johnson made the motion to accept the minutes as written. Joyce Manning seconded the motion. The motion carried.

The Treasurer's Report was given. Bernice Davis made the motion to accept the Treasurer's Report as given. Lea Ann seconded the motion. The motion carried. The treasurer's report will be filed for audit.

- The board mentioned at the meeting to change the current bank's name on the financials to First Harrison Bank.

**Library Regional Consultant's Report:**

Joe reviewed KDLA's Monthly Report and Trustee Tip with the board.

**Library Director's Report:**

**Construction Update**

- Joe mentioned to the board that the Mt. Washington construction project is going slower than expected. He has contacted the site manager to find out why the construction project has made little progress.
- Joe received the bids for the LJ roofing project. Before identifying the lowest bidder, Joe sent the bids to the attorney to review, in order to ensure all laws pertaining to the bid process were properly followed.

**Building Issues/Ideas:**

- Joe discussed with the board the structural issues at the Ridgeway Memorial Library. He also showed the board pictures showing the structural building issues at the Ridgeway Memorial Library.
- Bernice recommended hiring a qualified engineer to assess, identify and provide estimates for repairing the structural issues, before deciding whether to purchase land for a new library building.

- Joe mentioned to the board that the current building cannot house more staff. So additional office space will need to be identified and purchased or leased to add more staff and provide storage space for the future Book Mobile.
- Bernice Davis made the motion for Joe to move forward with contracting with Unified Technologies to install surveillance (camera system) for BCPL. Lea Ann Johnson seconded the motion. The motion carried.

#### **Sign discussion:**

- Joe gave to the board pictures of sample signage that could be installed at the Lebanon Junction and Hillview libraries.
- Joe will provide pricing for the signage that the board identified as being suitable for the Lebanon Junction and Hillview libraries.
- Joe will also contact the city's zoning ordinance personnel to find out what are the zoning ordinances for putting up signs in Lebanon Junction and Hillview.

#### **Lebanon Junction Trustee Update:**

- Lea Ann Johnson is the new trustee, and she was sworn in on March 8, 2015.

#### **Policy Review**

- Joe told the board that the disability leave policy needs to be reviewed and revised. The board will review this policy at the April 2016 board meeting.

#### **Staffing Discussion**

- Bessie Davis resigned from her position as the Assistant Director, so the Assistant Director's job was posted.
- The Assistant Director's job will be posted until March 18.

#### **HR Issues Update:**

Bessie updated the board on some of the personnel matters.

#### **Closed Session:**

Bernice Davis made the motion to go into closed session at 6:05 pm under KRS 61.810(1)(f) to discuss a personnel matter for the library. Lea Ann Johnson seconded the motion. The motion carried.

Bernice Davis made the motion to leave closed session at 6:09 pm. Darlene Mann seconded the motion. The motion carried.

No final decision was made concerning the personnel matter for the library.

**Adjournment:**

Darlene Mann made the motion to adjourn the meeting. Bernice Davis seconded the motion. The motion carried. The meeting ended at 6:14 pm.

**Next Board Meeting:**

The next board meeting will be held April 12, 2016 at 5pm at the Ridgway Memorial Library.

Respectfully submitted,

Sherry Parker, President

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Date:

Bernice Davis, Secretary

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Date: