

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

April 13, 2004

The Bullitt County Library Board of Trustees met Tuesday, April 13, 2004, at Ridgway Memorial Library. Those present were Dolorse Ashby, Randy Matlow, Brenda Roberts, Pam Polston and Judy T. Jackson. The meeting was called to order at 5:30 p.m.

The minutes of the last meeting were read. Brenda Roberts made the motion to accept the minutes as written. Pam Polston seconded the motion. The motion carried.

The Treasurer's Report was given. Pam Polston made the motion to accept the Treasurer's Report as given. Brenda Roberts second the motion. The Treasurer's Report will be filed for audit.

Regional Director's Report:

Nelda Moore was not present.

Library Director's Report:

We received two bids on the blacktopping of the Dorothea Stottman Library parking lot. One was from the Reid Brothers, Inc. in the Brooks area. Their quote was for \$5574. This included blacktopping the gravel area, seal coating the existing blacktop, patching holes, striping parking space, and moving bumper blocks to the opposite side of the lot. The second quote was from Asphalt Sealing Co., Inc., in Bardstown. Their quote was for \$5620 for the same work, plus an additional \$225 for the striping making it \$5845 total. Pam Polston made the motion to accept the \$5574 bid from Reid Brothers. Brenda Roberts seconded the motion. The motion carried.

We have been thinking about replacing the back door at Dorothea Stottman Library with a full glass door to make it more inviting. We received two bids for this project. Doors Etc. from Brooks had several options. The first one was to cut a hole in the existing door and install a 2' by 5' view glass for \$542. The second was to remove existing door and frame in its entirety and install a 3' storefront door and put in a sidelight, both ¼" tinted tempered glass. The cost of this would be \$1906. To put in 1" glass the cost would be \$2120. The panic exit device would be \$245 additional. The second quote was from Hub City Glass & Mirror from Elizabethtown. Their quote was for 48" door with 1" glass, with panic hardware for \$1496. They also quoted a price of \$185 to remove the old door. Brenda Roberts made the motion to accept the quote from Hub City Glass & Mirror including let them remove the old door. Pam Polston seconded. The motion carried.

It's the time of year again to send out bids for our bank account interest. Pam Polston made the motion to send out bank interest bids this year. Brenda Roberts seconded the motion. The motion carried.

We were looking at the regulations for some of the awards that are given at PLS and other conferences. One of the stipulations is that the nominee be a member of KLA. Randy feels we should enroll both Board Trustees and staff members. The board agreed.

We were asked by Bullitt County 911 for permission to put their repeater radio on our Mt. Washington tower. Randy advised that being a repeater, it would not interfere with our radios. They had also agreed to let us use their tower here at Ridgway when we thought we were going to need it. Brenda Roberts made the motion to let the Bullitt County 911 attach a repeater radio to our Mt. Washington tower. Pam Polston seconded. Motion carried.

We have been recommended for a \$6,000 Data Projector Project KDLA is offering. We will be able to purchase various data recorder equipment to use for some of our new projects. Brenda Roberts made the motion to apply and accept this grant. Pam Polston seconded the motion. The motion carried. Randy advised we are currently participating in a Veterans project that this equipment could be used for. Our new Outreach Programmer has started this as one of her new projects. She is thinking about several other programs to set some of the teenagers into the library.

We had a gas leak at Ridgway. We have had this repaired. The cost was \$600.

We have not had any word on any future retirement plans. We have also been cancelled from our workman's comp policy. We have contacted our agent, and they are currently working on finding us another policy before this one ends.

Our custodial men have just painted the Lebanon Junction Library. It looks really nice. The tower for Lebanon Junction is on tap for next week. We have the radios for the tower.

The staff wanted to let the Board know how unhappy they were over the "no-pay" policy on closings. The Board took note of their views.

In order to apply for the E-rate application in the coming years, we need to have a Technology Plan in place. This Technology Plan has to be renewed every 3 years, and this is the third year. The new Technology Plan was handed out to the Board. Pam Polston made the motion to accept the Technology Plan as written. Brenda Roberts seconded the motion. The motion carried.

We also have to have an Internet Use Policy that follows the NCIPA guidelines for E-Rate. We have only had one request for an unfiltered workstation. Randy handed out the revised Internet Usage Policy. Brenda Roberts made the motion to accept the revised Internet Usage Policy as written. Pam Polston seconded the motion. The motion carried.

The budget projections for Fiscal Year 2004-05 were handed out. We are looking at adding additional hours to Mt. Washington on Wednesdays. In order to do this, we will need to add two additional staff people. We are also recommending making the second Outreach Programmer full time. The projected budget includes these items. We have also done a survey asking what format patrons use the most for movies, etc, and adjusted the budget for videos and DVDs accordingly. Payroll projections were handed out. All projections came under the budgeted amount. Pam Polston made the motion to accept the

2004-05 budget as submitted, with the 4% increase in payroll. Brenda Roberts seconded the motion. The motion carried.

Brenda Roberts made the motion to adjourn the meeting. Pam Polston seconded the motion. The motion carried. The meeting was adjourned at 6:45 p.m.

The next board meeting will be May 11<sup>th</sup>, at 5:30 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Pam Polston  
Secretary  
Board of Trustees  
Bullitt County Public Libraries

Dolorse Ashby  
Acting President  
Board of Trustees  
Bullitt County Public Libraries