

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

April 9, 2013

The Bullitt County Public Library Board of Trustees met Tuesday, April 9, 2013, at the Ridgway Memorial Library. Those present were Charlie Long, Joyce Manning, Pam Polston, Renee Loy Morgan, Randy Matlow and Judy T. Jackson. Two guests were present: Bill Polston, and Whitney Wurzel. Pam Polston called the meeting to order at 5:00 p.m.

The minutes of the last meeting were read. Charlie Long made the motion to accept the minutes as written. Renee Loy Morgan seconded the motion. The motion carried.

The Treasurer's Report was given. Charlie Long asked about the amount of our savings. Joyce Manning made the motion to accept the Treasurer's Report as given. Charlie Long seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

Regional Director's Report:

Chris Bischoff was not present, but the monthly report from KDLA was passed out. Randy Matlow gave the board an update on HB 1, and that one of the requirements is to present our budget to the fiscal court in person.

Library Director's Report:

Randy advised the board that several of our staff went to the KPLA Conference in Lexington today. He and Ms. Manning attended Monday.

The proposed 2013-2014 budget was passed out. Randy explained the line items that changed from the present budget, to the board. Randy discussed the various line items and the reasoning for the changes in them. Charlie Long would like for Randy to look at the health insurance portion. Randy explained to Charlie about how our insurance operates. We belong to an insurance pool, that helps keep our cost down. On the revenue side, Randy explained that the main difference was in the expected tax revenue. Randy gave a little history of our past tax collections to our visitors.

The payroll projections were passed out. Three scenarios were given. The board will discuss and vote on this at the next meeting.

We have had a patron request us to lower our fax cost policy. After exploring several options, a new Copies and Fax Policy was written. The charge per fax sheet, both inbound and outbound will be 50 cents. Charlie Long made the motion to accept the policy as written. Renee Loy Morgan seconded the motion. The motion carried.

We have also revised our Rules of Conduct policy. We have revised the Rules of Conduct Policy and created a Policy on Dangerous Weapons on Library Property policy. Renee Loy Morgan made the motion to accept the revised Rules of Conduct Policy. Joyce Manning seconded the motion. The motion carried. Renee Loy Morgan made the motion to accept the Policy on Dangerous Weapons on Library Property. Charlie Long seconded the motion. The motion carried.

Randy had a few updates on the Mt. Washington project. The property on the south of the library could be possibly purchased. There are a few stipulations, but our real estate agent is proceeding with this option. We have not had any word of any progress from city hall on their side of the library.

Our architect has sent a preliminary design of the back area of Hillview to the contractor that did the Hillview building for a cost estimate. He came back with an estimate of \$655,000. The board will discuss this more in the future. The next step will be to let the architect proceed with getting a contract to us. Charlie Long made the motion to proceed with the contract for the architect. Renee Loy Morgan seconded the motion. The motion carried.

Joyce made the motion to submit Bill Polston's name as the second name for Pam Polston's position and to submit Whitney Wurzel's name as the second name for Renee Loy Morgan's position. Charlie Long seconded the motion. The motion carried.

Pam Polston asked if we are doing anything special for National Library Week. Randy and Judy were not aware of anything, but would pass this on to our programming department. Pam Polston also would like the board to check into purchasing property in Lebanon Junction Library for future parking. Charlie Long made the motion to ask our real estate agent to start proceedings on this. Renee Lee Morgan seconded the motion. The motion carried.

Charlie Long wanted to update the board on the latest accomplishments of the group of high school kids he talked about at the last meeting. He also wanted Randy to think about placing library public service announcements on a local county radio station located in Mt. Washington. He would also like to see if Randy could contact our local TV stations for public relation reasons. Randy will look into these.

Charlie Long made the motion to adjourn the meeting. Renee Loy Morgan seconded the motion. The motion carried. The meeting was adjourned at 6:25 p.m.

The next meeting will be May 14, 2013, at 5:00 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Judy T. Jackson
(Substituting Secretary)
Board of Trustees
Bullitt County Public Library

Pam Polston
President
Board of Trustees
Bullitt County Public Library