

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

May 14, 2013

The Bullitt County Public Library Board of Trustees met Tuesday, May 14, 2013, at the Ridgway Memorial Library. Those present were Joyce Manning, Charlie Long, Renee Loy Morgan, Martha Underwood, Randy Matlow, Chris Bischoff, and Judy T. Jackson. The meeting was called to order at 5:06 p.m. Pam Polston arrived at 5:12 p.m.

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

The Treasurer's Report was given. Martha Underwood made the motion to accept the Treasurer's Report as given. Charlie Long seconded. The motion carried. The Treasurer's Report will be filed for audit.

Regional Director's Report:

KDLA is advising all libraries to think about getting a lawyer on retainer for legal issues. Chris wanted to remind the board of the portions of HB1 that libraries need to have done by December 31, 2013. These requirements say that libraries must register with the Department of Local Government using their forms. The library also needs to adopt the county's code of ethics policy. Randy advised that there are parts of our county's ethics code that would be difficult for us to adopt. Chris advised KDLA is looking into these matters. He also suggested that we get our audit done early.

Library Director's Report:

Randy passed out the statistics report of Kentucky Public Libraries for 2011-2012 and the motor vehicle booklet. He also passed out some of the latest flyers and bulletins from our programming department, showing the kinds of programs we are offering.

Randy passed out a revised proposed budget. He went through and explained the reasoning for his figures. He also explained HB44 to the board members. Charlie Long still feels we need to lower our taxes again this year. The board discussed what choices they have and what they should do with the tax rates this year. After much discussion on future tax rates, Martha Underwood made the motion to accept the proposed budget. Joyce Manning seconded. The motion carried.

The personnel portion of the budget was discussed. The options were handed out at the last meeting. Joyce Manning made the motion to go with the 3% raise this year. Renee Loy Morgan seconded the motion. The motion carried.

Harshaw Trane has quoted a preventative maintenance program for the Ridgway Memorial building. After looking over the quote, Martha Underwood made the motion to accept the quote for Option 1 which was for preventative maintenance program—Facility Wide. Renee Loy Morgan seconded the motion. The motion carried.

We have received a quote for having all the outside railings at Ridgway electrostatic painted. Martha Underwood made the motion to accept the quote. Renee Loy Morgan seconded the motion. The motion carried.

The pictures of the planters for Ridgway Memorial entrance were discussed. Martha Underwood made the motion to purchase 9 urns of various sizes with the gray light white color. Joyce Manning seconded the motion. The motion carried.

We have received quotes from Library Corporation for upgrading our web and data servers. After reviewing the quotes, Martha Underwood made the motion to accept the quotes for the new servers. Renee Loy Morgan seconded the motion. The motion carried.

We have received the architects' contract for the Hillview landscaping. Joyce Manning made the motion to approve and sign this contract. Martha Underwood seconded the motion. The motion carried.

We have received confirmation of the payoff of the Mt. Washington bond.

We received quotes for updating the landscape at the Lebanon Junction Library. One quote was for using cypress mulch, and one was for using hardwood mulch. Martha Underwood made the motion to accept the quote with the cypress mulch. Renee Loy Morgan seconded the motion. The motion carried.

We have updated our Public Internet Access Policy. Renee Loy Morgan made the motion to accept the updated Public Internet Access Policy as written. Martha Underwood seconded the motion. The motion carried.

Planning for the Chiisacion convention is going on. They are already receiving reservations for this event. The group wants to have a mini-con in June at the library. Randy will bring back more details later.

We have received the contract from our auditor for this year. Joyce Manning made the motion to accept the contract for this year's audit. Renee Loy Morgan seconded the motion. The motion carried.

Martha Underwood made the motion to go into executive session in accordance with KRS 61.800-61.850, Section 1, subsection b, to discuss a real estate matter. The reason is to discuss the library's purchase offer. Joyce Manning seconded the motion. The motion carried. The board went into executive session at 6:45 p.m. Martha Underwood made the motion to come out of executive session. Joyce Manning seconded the motion. The motion carried. The board came out of executive session at 6:55 p.m. No action was taken. Martha Underwood made the motion to have our real estate agent to offer \$300,000 to the owners of the two houses on the south side of the Mt. Washington Library. The motion died for a second. Martha Underwood made the motion to have our real estate agent make an offer of \$310,000 to the owners. Renee Loy Morgan seconded the motion. The motion carried.

Joyce Manning made the motion to go into executive session in accordance with KRS 61.800-61.850, Section 1, subsection f, to discuss a personnel disciplinary action. Martha Underwood seconded the motion. The motion carried. The board went into executive session at 6:58 p.m. Martha Underwood made the motion to come out of executive session. Renee Loy Morgan seconded the motion. The motion carried. The board came out of executive session at 7:13 p.m. No action was taken.

We have received the renewal premiums for our health and dental insurance coverage. Martha Underwood made the motion to accept the renewal health insurance coverage at the quoted rates. Renee Loy Morgan seconded the motion. The motion carried. Joyce Manning made the motion to stay with the renewal of Delta Dental for dental insurance. Renee Loy Morgan seconded the motion. The motion carried.

We have purchased magnetic name tags for the employees. It includes our logo. These were shown to the board.

Charlie Long wanted to suggest to the board that they give each of the high schools in the county a \$500 scholarship to a graduating student towards college expenses. The board members were in agreement that this would not be legal for them to do from library tax funds.

Renee Loy Morgan made the motion to adjourn the meeting. Martha Underwood seconded the motion. The motion carried. The meeting was adjourned at 7:25 p.m.

The next meeting will be June 11, 2013, at 5:00 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Martha Underwood
Secretary
Board of Trustees
Bullitt County Public Library

Pam Polston
President
Board of Trustees
Bullitt County Public Library