

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

May 11, 2004

The Bullitt County Library Board of Trustees met Tuesday, May 11, 2004, at Ridgway Memorial Library. Those present were Donald Cobb, Dolorse Ashby, Pam Polston, Randy Matlow and Judy T. Jackson. Nelda Moore arrived at 5:35 p.m. The meeting was called to order at 5:30 p.m.

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

The Treasurer's Report was given. Randy and Judy explained how the Friends money was being split this year. They decided to split the money 6 ways this year. They wanted to include the Outreach Programmer department, and Technical Services Department. Technical Services has already purchased two small book trucks with their money. Randy is thinking about making the whole amount available to one branch in future years. We are not sure about this change yet. Pam Polston made the motion to accept the Treasurer's Report as given. Dolorse Ashby seconded the motion. The Treasurer's Report will be filed for audit.

Regional Director's Report:

The Picture Books Plus! Workshop on April 30, 2004, was really good. Belinda Bunnell from Ridgway attended. The presenter was exceptionally good.

As Randy as already told the Board, Bullitt County has been awarded the Data Projector Project Grant from KDLA. We will be able to purchase various equipment to use in programming such as the data projector, camcorder, and digital camera.

Library Director's Report:

Randy advised the Board that an executive session was needed for a personnel issue. Pam Polston made the motion to go into executive session according to KRS 61.810(f). Dolorse Ashby seconded the motion. The Board went into executive session at 5:40 p.m. Pam Polston made the motion to come out of executive session at 5:47 p.m. Dolorse Ashby seconded the motion. No action was taken by the Board.

We have received our new health insurance rates. We had projected 20% increase in the rates, but happily, the rates only increased by 12.5% if we stay with the comparable plan. We are given more plans to choose from this year, instead of just three last year. Dolorse Ashby made the motion to accept the Plan 84 (the comparative to the present plan) for health insurance coverage. Pam Polston seconded the motion. The motion carried.

We have also been dropped by our workman's compensation insurance company. Our local agent has been able to get us into the KEMI (Kentucky Employers' Mutual Insurance) pool with a premium of \$1753.90. Our present coverage costs \$1600 a year.

We received our new premium for building insurance also. It has gone up \$3,000. We budgeted \$15,000 this year before receiving the new premium, so we will have to readjust the budget for this increase.

We did not have any in-house applications for the second Outreach Programmer position. So, we will be posting it to the public. Randy has talked with several other librarians, and we find that the salary we are beginning with is very close to the salary other librarians are offering for people with MLS degrees. He feels our budget can handle a three phase salary of \$25,000 -- \$27,500 -- and \$30,000 for the new position, and include a requirement for a MLS degree. Nelda asked were we normally post positions. We usually just do it locally, but in this case, we would post the position outside of the local area, such as KDLA web sites, Courier Journal, and others. We have several good potential ideas for programs if we can hire in the right person. Dolorse Ashby made the motion to post the new Outreach Programmer position with the MLS requirement, and a starting salary of \$25,000, with increases to \$27,500 and \$30,000 to follow present step schedule provided favorable evaluation is given. Pam Polston seconded the motion.

Randy advised that having people on staff with MLS degrees would better our library system. We would like to make an incentive for getting an MLS degree by offering a scholarship to the staff. We would have people interested in working for this degree to apply. They would have to have a good working history with the library. We would have to have requirements for receiving the scholarship, such as what would happen if the person decided not to complete the courses, or what if they do not receive passing grades. We would also have to set a specific period of time with would have to be accomplished. We may be able to recoup part of the expense from grants from KDLA. Randy will write up a policy for this and bring back at a later date.

We have blacktop at Dorothea Stottman Library. They went back behind the library further then we thought they would. It is very close to your property line in the back. They also put a sealer coat on the old existing blacktop. The new glass back door should be coming in the next week or so.

Today we had radios put up on the tower in Belmont for Lebanon Junction Library. We are getting closer to having Lebanon Junction Library up on wireless.

The Veterans program that was started by Kristina Smith is going good. Tonight they are planning on practicing their interview skills. All interview and memorabilia will be passed on to the Library of Congress. We are now an official collector. This program will be a good chance for us to use the new equipment purchased with the Data Projector Project Grant.

We still have a few cracks in the drywall at Mt. Washington. Randy has spoken with Ed McClees about these, and has been assured that the contractor will take care of them.

July 4<sup>th</sup> falls on a Sunday this year. Randy asked the Board how the library should handle this. July 4<sup>th</sup> is on the Holiday policy. Should be close both Sunday and Monday, stay open Sunday and just take Monday, or close Sunday and open Monday. The official calendar holiday is taken on Monday. Dolorse Ashby made the motion to close Sunday without pay to staff, close Monday as the official holiday. Pam Polston seconded the motion. The motion carried.

Dolorse Ashby made the motion to adjourn the meeting at 6:30 p.m. Pam Polston seconded the motion. The motion carried.

The next Board meeting will be Tuesday, June 8<sup>th</sup>, 5:30 p.m. at Ridgway Memorial Library.

Respectfully submitted,

Pam Polston  
Secretary  
Board of Trustees  
Bullitt County Public Library

Donald Cobb  
President  
Board of Trustees  
Bullitt County Public Library