

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

May 8, 2012

The Bullitt County Public Library Board of Trustees met Tuesday, May 8, 2012, at the Ridgway Memorial Library in Shepherdsville. Those present were Pam Polston, Martha Underwood, Joyce Manning, Chris Bischoff, Renee Morgan, Randy Matlow, and Judy T. Jackson. The meeting was called to order at 5:00 p.m. Charlie Long arrived at 5:15 p.m.

The minutes of the last meeting were read. Joyce Manning made the motion to accept the minutes as written. Renee Morgan 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. Joyce Manning seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

Regional Director's Report:

We have a new state auditor that will be looking closely at special districts. One of the things the board should do is have ten essential policies in force. We will also want to have our trustees get their certification. These items make the board more credible.

Library Director Report:

Hillview Library is doing fine. Have not pulled the numbers yet to see how busy they have been. We did have one small incident. Three boys turned on the wall spigot in the men's restroom, and then left with it still running. The security cameras caught them, and Randy has talked to the boys and their parents. The boys have been banned from the library for 90 days, and warned that if they do anything else, the police would be called.

We need to purchase some outdoor furniture and a bike rack for Hillview for the back reading deck. We also need to purchase a table and chairs for the reading area in the back garden, at Lebanon Junction. We would also like to purchase some benches and large flower urns for Ridgway. Martha Underwood made the motion to allow Randy to spend up to \$12,000 for the outdoor furniture he needs at the various locations. Joyce Manning seconded the motion. The motion carried.

The roof leak at Lebanon Junction maybe corrected. The roofer from Hillview went to look at it. He found that the caps on the vents were not the correct ones. He has since, replaced them.

Information for the 2012-2013 budget was passed out. The salary options that the board requested were also passed out. The board discussed these figures. Charlie Long made the motion to give the library employees at 3% pay increase for the budget year of 2012-2013. Martha Underwood seconded the motion. The motion carried. Joyce Manning made the motion to accept the proposed 2012-2013 budget as presented. Charlie Long seconded the motion. The motion carried.

We have received a quote from our security company to upgrade our security cameras at Ridgway, and Mt. Washington. We also asked for a quote for a door counter system for each of the libraries. This is information the annual report asks for each year. Charlie Long made the motion to allow Randy to spend up to \$4000 to upgrade the needed cameras, and purchase the door counter hardware. Renee Morgan seconded the motion. The motion carried.

Our local fire departments have requested we place knox boxes at all our locations. We have asked for a quote from our security company for these. We will bring the figures back to the board in a future meeting.

The KDLA advocacy committee has asked for a contribution to the committee again this year. Martha Underwood made the motion to contribute \$200 to the advocacy committee. Renee Morgan seconded the motion. The motion carried.

Randy advised the board that a bill that was passed in the last Kentucky Legislative session fixing the pharmaceutical portion of the inventory in transit tax rate to .03 cents per \$100.

We have several new policies that were recommended by KDLA to have. Randy passed them out for the board to read over, but we will discuss them more in detail at the next meeting.

We also have one job description that needs to be looked at this meeting. It's for a Programming Department Supervisor. The board discussed this job description. Joyce Manning made the motion to accept the job description as written. Martha Underwood seconded the motion. The motion carried.

Charlie Long made the motion to adjourn the meeting at 6:10 p.m. Renee Morgan seconded the motion. The motion carried.

The next board meeting will be Tuesday, June 12, 2012, 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