

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

July 14, 2015

The Bullitt County Public Library Board of Trustees met Tuesday, July 14, 2015, at the Ridgway Memorial Library. Those present representing the library were Joyce Manning, Sherry Parker, Pam Polston, Bernice Davis, Joe Schweiss, and Bessie Davis. Also attending were Judy T. Jackson and Chris Bischoff. Pam Polston called the meeting to order at 5pm.

The minutes from the last regular board meeting were read. Joyce Manning made the motion to accept the minutes as written. Pam Polston seconded the motion. The motion carried.

The Treasurer's Report was given. Sherry Parker made the motion to accept the Treasurer's Report as given. Pam Polston seconded the motion. The motion carried. The treasurer's report will be filed for audit.

Library Regional Consultant's Report:

Chris Bischoff reviewed the trustee tip with the library board.

Library Director's Report:

Board Member Discussion

Two board vacancies were approved by the Fiscal Court. Bernice Davis filled Martha Underwood's vacancy and Sherry Parker retained her seat. Currently, Renee Morgan's seat is vacant, because she had to resign from her seat. Sherry Parker recommended two names to fill Renee Morgan's vacant seat.

Construction Update:

Joe informed the board that the "application for encroachment permit" was completed. Also, Joe informed the board that the current contractor is still willing to do the Mt. Washington construction project. The construction material costs may increase, due to material costs increases during the year.

Borrowers Policy:

Sherry Parker made the motion to accept the Borrowers Policy as corrected. Joyce Manning seconded the motion. The motion carried.

Cell Phone Policy:

Joyce Manning made the motion to accept the Cell Phone Policy as written. Sherry Parker seconded the motion. The motion carried.

Annual Report Update:

Joe informed the board that he will be submitting the Annual Report to KDLA. Joe also told the board that he submitted the library's budget and this year's registration with DLG.

Job Description Updates:

Sherry Parker made the motion to accept the updated job description for Library Page. Joyce Manning seconded the motion. The motion carried.

Sherry Parker made the motion to accept the updated job description for Bookkeeper/Human Resources Administrator. Joyce Manning seconded the motion. The motion carried.

Sherry Parker made the motion to accept the job description for Custodial Supervisor. Joyce Manning seconded the motion. The motion carried.

Miscellaneous:

Mission Statement:

Pam Polston made the motion to accept the revised mission statement. Sherry Parker seconded the motion. The motion carried.

Logo Concepts:

Joe showed the board the possible logo concepts. The board members said that the logo colors should be brighter. Joe will show the new logo concept colors to the board, once the vendor revises and sends them to Joe.

KPLA Membership:

Sherry Parker made the motion to pay the institutional membership fee. Pam Polston seconded the motion. The motion carried.

Adjournment:

Sherry Parker made the motion to adjourn the meeting. Joyce Manning seconded the motion. The motion carried. The meeting ended at 5:57pm.

Next Board Meeting:

The next board meeting will be Tuesday, August 11, at 5pm at the Ridgway Memorial Library.

Respectfully submitted,

Pam Polston, President

Sherry Parker, Secretary
