

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

August 13, 2013



The Bullitt County Public Library Board of Trustees met Tuesday, August 13, 2013, at the Ridgway Memorial Library. Those present were Pam Polston, Charlie Long, Joyce Manning, Martha Underwood, Renee Loy Morgan, Chris Bischoff, Randy Matlow and Judy T. Jackson. One guest, Nelda Moore was also present. The meeting was called to order at 5 p.m.

The minutes from the last regular board meeting was read. Renee Loy Morgan made the motion to accept the minutes as written. Charlie Long seconded the motion. The motion carried.

The minutes from the special called meeting on July 24, 2013 were read. Joyce Manning made the motion to accept the minutes as written. Renee Loy Morgan seconded the motion. The motion carried.

The minutes from the special called meeting on July 29, 2013 were read. Joyce Manning made the motion to accept the minutes as written. Renee Loy Morgan seconded the motion. The motion carried.

The Treasurer's Report was given. Joyce Manning asked about the vocalist checks that were listed. Randy explained they were the winners from the Bullitt County Vocalist Contest, and had a performance at the library. Charlie Long asked about the check issued to the Bullitt County Board of Education. Randy explained this was to pay for the use of the fiber optic for our internet. Martha Underwood 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 reminded the board that the tax certification needs to be submitted to our local authorities and KDLA within 45 days of certifying the rates. This would be by September 15th.

Our new regional director will be coming to the next board meeting. Chris may also come with her the first time. She also may have to ask the board if they would be willing to change their meeting times, since it there is a conflict with another county in the region.

Joyce Manning made the motion to go into executive session according to KRS 61.810, Section 1, subsection c, to discuss a pending litigation. Martha Underwood seconded the motion. Pam Polston called the executive session at 5:05 p.m. Nelda Moore was asked to leave the room. Charlie Long made the motion to come out of executive session. Renee Loy Morgan seconded the motion. Pam Polston called the executive session over at 5:10 p.m. No action was taken.

Library Director's Report:

Our tax rates have been certified. We have asked Terry Manuel of KDLA to calculate a couple of alternate tax rates for us. The board discussed the possible tax rates. Charlie Long would like to see us reduce our rate to 6.2 for both real and personal. Charlie Long made the motion to go with 6.2 for both real and personal property rates. The motion died for lack of a second. Joyce Manning made the motion to go with the rate of 6.5 for real and personal property. Charlie Long seconded the motion. The motion passed with three votes for, and two votes against. Martha Underwood made the motion to request additional calculations to show the actual revenue with these figures from KDLA, and if the variance is more than \$200,000, the board would revisit the tax rates at the next meeting. Charlie Long seconded the motion. The motion carried.

John Spainhour has received the contract for the purchase of the Mt. Washington property. He has found the evidence of a lawsuit in the history of the property and wants to personally investigate it before approving the contract. The sellers are interested in some of the contents of the property before it is demolished. Randy feels it would be okay for them to take these before the sale contract is signed. Greg White, our architect, told Randy that once the bid goes out to demolish the buildings, nothing can be taken. There is one item Randy feels the library might be interested in, and that's an organ.

The Hillview project went out to bid. The pre-bid meeting was today and several people showed up for it. We have received one estimate to clear the fence row out behind the library. It was from All in One Lawn Management. They are the same ones that did the front of the Lebanon Junction Library, and the ones doing the planting of the flower pots here at Ridgway. Martha Underwood made the motion to accept the quote from All in One Lawn Management for the clearing of the fence row. Joyce Manning seconded the motion. The motion carried.

Randy brought up the discussion of needing an acting director until a new director is chosen. Joyce Manning made the motion to make Judy Jackson acting director until a new director has been hired. Martha Underwood seconded the motion. The motion carried. Martha Underwood made the motion to increase her salary 20% during her tenure of acting director. Renee Loy Morgan seconded the motion. The motion carried.

Nelda Moore passed out notebooks to the board that contained information and outlines for hiring a new director. The board discussed with Nelda what requirements for the position should be asked for in the advertising, such starting salary, benefits, and experience. She feels online ads would bring in the best results, and recommended three specific sites. **She asked about travel reimbursement. After much discussion, the board agreed to reimburse up to \$300 in travel expenses for any out-of-state interviewees.** She also gave each board member a form to list their top five most important competencies to look for in a new director. The board members are to bring it back to the next board meeting.

Judy Jackson advised the board that there would be an open house reception for Randy at the Ridgway Memorial Library from 2 p.m. to 5 p.m. on Sunday, August 25th. The staff was also putting together a supper reception for him to include the board later that night. Judy asked the board if they could okay the funds for the open house reception. Joyce Manning made the motion to approve the spending of the funds for Randy's open house reception on the 25th. Martha Underwood seconded the motion. The motion carried.

Charlie Long made the motion to adjourn the meeting. Renee Loy Morgan seconded the motion. The motion carried. The meeting was adjourned at 6:40 p.m.

The next board of trustees meeting will be Tuesday, September 10th, 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