

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES

MEETING MINUTES

August 12, 2003

The Bullitt County Public Library Board of Trustees met Tuesday, August 12, 2003, at the Ridgway Memorial Library in Shepherdsville. Those present were Joyce Manning, Brenda Roberts, Dolorse Ashby, Pam Polston, Donald Cobb, Randy Matlow, and Judy T. Jackson. Donald Cobb called the meeting to order at 5:30 p.m.

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

The Treasurer's Report for June, 2003, after the closing of the books was given. Pam Polston made the motion to accept the June Treasurer's Report as given. Dolorse Ashby seconded the motion. The Treasurer's report will be filed for audit.

The Treasurer's Report for July, 2003, was given. Joyce Manning made the motion to accept the Treasurer's Report as given. Pam Polston seconded the motion. The Treasurer's Report will be filed for audit.

Director's Report:

The tax figures have been received from KDLA. We will be able to hold the hearing the same night as the regular Board meeting in September. Randy recommended the 4% increase figure. We must run the hearing notice in two consecutive weeks' of the local paper. Brenda Robert made the motion to set our tax rate at the 4% increased figure of 3.3 cents. Dolorse Ashby seconded the motion. The motion carried. Dolorse Ashby made the motion to hold the tax rate hearing on September 9th, at 6:00 p.m. Joyce Manning seconded the motion. The motion carried. The proper announcements will be run.

Regional Director's Report:

Nelda Moore arrived at 5:45 p.m. She advised that Woodford County petitioned to increase their tax rate more than the 4% allowed, and received the signatures needed to do so.

Director's Report: (continued)

Randy asked Nelda about a genealogy policy. Nelda advised she felt it would be a policy stating that genealogy materials will or will not be allowed for check out, and/or how they are used. She advised that we do need to have a copyright policy in effect, even if it just states that our library policy follows the guidelines of the Copyright Law.

Randy has been revising some of our other policies. The parts in BOLD are new sections to the policies. Everything in italics should be removed. The policies reviewed are Meeting Room Use, Internet and Computer Use, Vacation Policy, Overdue Materials Policy, and Holidays Policy. Randy went through all the changes with the Board. Brenda Roberts made the motion to accept the revised policies. Pam Polston seconded the motion. The motion carried.

We will be hiring a part time outreach person. We are looking at moving technical services office to the current meeting room. We will then use the entire back office as an Outreach/Meeting Room. This will effect having meetings after library hours. We have a back exit, but it is not handicap accessible. We would have to have a staff person stay after hours to lock up the front doors. Most of

the expense of changing to this would be done in house. There will be just a few small changes to be made. Joyce Manning asked about the cost. Randy feels it wouldn't be but a couple hundred dollars. If there were to be a lot of meetings after hours, it could get to be a problem. We could just go with a policy of not having any meetings after library hours.

We are in the process of hiring two new staff people for the Wednesday opening of Dorothea Stottman Library. We will also be able to use these new people for extra help at both Dorothea Stottman and Mt. Washington Library.

We have two of our towers up now. One is at Dorothea Stottman and one at Mt. Washington Library. The radios are on the towers and are sending signals to each other. The airport owner at Hillview is not happy with the placement of our tower there. Randy has been researching this situation, and feels that if this was a public airport, the FAA would be involved, but this is a private airstrip. We are allowed to place this tower anywhere on our property we wish. Randy has talked to the zoning office again. In our preliminary talks with them, they told us we could do this without a permit. Now they are saying they are checking with their attorney. We may need a conditional use permit, but they really don't think so. We have contracted our attorney. We are now working towards getting the tower up on the Big Level in Clermont. We are working through getting Lebanon Junction tower up also. One option is to do wireless from the tower to the library. There would be too many problems and too much expense if we have to go under the road.

The Regional Director's meeting will be held here in September. We will probably have to hold it at Mt. Washington Library since storyhour at Ridgway is on that day.

The auditor will be here on August 27th. He always schedules two days, but usually is done in one.

The Craik Trust account is to be opened this week. It will be placed in a restricted fund account.

The Mt. Washington Library outside sign has been lit. While doing the electrical work, Bill found that the top of the sign was loose. The company will be taking a look at it.

We have ordered the bench for Pat Staples memorial. It should be here in a few week. Bill will see that it is anchored.

Summer Reading Program for 2003 is over. Everyone seems to have had a nice time. We opened the time capsules from 10 years ago at one of the programs. We had a few of the people come to the opening that has placed items in that capsule.

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

The next meeting will be September 9th, at Ridgway Memorial Library, at 5:30 p.m.

Respectfully submitted,

Pam Polston
Secretary
Board of Trustees
Bullitt County Public Library

Donald S. Cobb
President
Board of Trustees
Bullitt County Public Library