

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

August 9, 2011

The Bullitt County Public Library Board of Trustees met Tuesday, August 9, 2011, at the Ridgway Memorial Library in Shepherdsville. Those present were Joyce Manning, Allie Phillips, Don Cundiff, Chris Bischoff, Randy Matlow, Renee' Loy, Trina Kimball, Charlie Long, and Judy T. Jackson. Guests present were Margaret Edmonds, Pam Polston, Olivia Thacker, Roger Ratliff, and Keith Davis. The meeting was called to order at 5:00 p.m.

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

The Treasurer's Report was given. Judy Jackson explained the reason the payroll was a little high this month. There were three pay periods in July, the raises went into effect, and any unused personal time was paid out. Joyce Manning made the motion to accept the Treasurer's Report as given. Renee' Loy seconded the motion. The motion carried.

Regional Director's Report:

KDLA has put a request in their budget to get a permanent Regional Director in place for our region. A copy of the Monthly Report for August, and August's Trustee Tips of the Month from Michael Jones at KDLA were handed out.

Library Director's Report:

Randy explained the purpose of inviting guests to this meeting. We will be losing two of our members due to the fact that they serve on other councils. Randy explained what the role of a board member is to the guests.

Keith Davis had asked to address the board. He likes to come talk to the board about once a year and tell them what is going on in our school system. Jim Jackson has been talking with LG&E about using their poles for our fiber optic. Mr. Davis also talked about what is happening this year at the Board of Education and the new programs that are being implemented. The library board expressed their gratitude about being able to partner with the board of education to get fiber optic to our libraries. This was definitely a better choice for us price wise then having to do all of it ourselves. Both Mr. Davis and the Library Board are glad we have a nice working relationship with each other.

We still have roof leaks at Lebanon Junction. The architects are meeting with the roof manufacturer to see what is causing the leaks. The circulation desk updates are still in progress. The bottom trim has been installed, and the new material for the top will be done soon. The guard rail and the hand rail over the drainage ditch have been installed. We are waiting for the Transportation Cabinet to sign off on the guard rail.

Randy showed the board the latest landscaping plans for Lebanon Junction. The main planting in the back would be done this fall, with the perennials to be planted in the Spring. The front landscaping would also be done in the Spring. Frank Otte Nursery submitted a quote for each of the plantings. The board discussed the purposed plan in depth. Don Cundiff made the motion to just approve the main planting in the back right now, and have Frank Otte Nursery create bid specs for the other two phases. Trina Kimball seconded the motion. The motion carried.

We are having trouble with the outside sprinkler vault filling up with water. We are having a plumber come out to take a look at it to see what is going to have to be done about this.

The contractors have been working on the footers and creating the pad for the new library. The contractors' trailer did get broken into, but nothing was taken. We have been looking at fabrics for the furniture, and will be bring some samples to the board soon.

We have created two new job descriptions. One is for a Clerk II/Office Assistant for Judy, and the other is a Clerk II/Computer Tech for Randy. These positions will be filled sometime this year. Don Cundiff made the motion to approve both of these job descriptions. Renee' Loy seconded the motion. The motion carried.

We have written a contract for Dave Seckinger of OSS for our computer support. He has been our tech rep for several years. We felt with the coming of the new fiber optic, we should make a more formal arrangement for his services. Joyce Manning made the motion to accept this contract. Don Cundiff seconded the motion. The motion carried.

Randy asked the guests to tell the board a little about themselves and their interest of being on the board. Everyone was very interested in participating.

Joyce Manning made the motion to submit the names of Pam Polston and Margaret Edmonds for Allie Phillips' replacement. Renee' Loy seconded the motion. The motion carried.

The board discussed the fact that when Don Cundiff was replaced on the board, we would need to have another person in place to legally sign checks for the library since he was the board Treasurer. Don Cundiff made the motion to give Renee' Loy the authority to sign library checks and be added to the bank signature cards. Trina Kimball seconded the motion. The motion carried.

We have not received our tax rates yet. We will probably need to call a special meeting to set these rates after they are received. We only have a 45 day window to do this.

Joyce Manning made the motion to adjourn the meeting at 6:25 p.m. Don Cundiff seconded the motion. The next meeting will be September 13, 2011, at 5:00 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Renee' Loy
Secretary
Board of Trustees
Bullitt County Public Libraries

Allie Phillips
President
Board of Trustees
Bullitt County Public Libraries