



Bullitt County Public Library

Minutes of the Regular Board Meeting

July 25, 2017 5:00 PM

Shepherdsville, KY

Call to Order: Darlene Mann called the meeting to order at 5:04 p.m.

Present: Darlene Mann, Vice President; Bernice Davis, Secretary; Sherri Beck, Member; Sean Firkins, Member; Joe Schweiss, Director; Jennifer Nippert, Assistant Director.

Chris Bischoff, Regional Librarian, entered the meeting at 5:10 p.m.

Guest, Chip Sutherland, and guest, Kelly Mrsic, entered the meeting at 5:44 p.m. Larry Coleman, guest, entered the meeting at 6:10 p.m.

Absent: Sherry Parker, President.

Public Comment: none

Minutes: The minutes of the June regular meeting were presented. A correction to the minutes was noted by Sean Firkins, and the correction was made. Darlene Mann made a motion to approve the minutes as corrected, seconded by Bernice Davis. Unanimously approved.

Treasurer's Report: The treasurer's report for June was presented. Bernice Davis made a motion to approve the treasurer's report as presented, seconded by Sean Firkins. Unanimously approved.

Regional Consultant's Report: Chris presented this month's report and Trustee Tip.

Director's Report: Joe welcomed our new board member, Sherri Beck.

Joe presented unaudited year end financials; highlights include \$5,415,751.69 in revenue, 100.54% of amended budget (103.3% of original budget), and \$8,010,600.04 in total expenses, 86% of amended budget.

Joe shared the year end circulation report; highlights include: 328,789 physical items checked out or renewed, up 17% from last year; 45,699 items downloaded, up 41% from last year; 316,008 library visits, up 9.32% from last year; public computer use down 4.2%, with WiFi use up 23.1%. Joe will be using these statistics to complete the annual report.

In construction news, the Mt. Washington project is nearing completion. Chris suggested that the library go ahead and open when it is complete, and to schedule a dedication ceremony at a later time. The board discussed possible dates for the dedication ceremony.



Joe shared Greg White's most recent version of the Nichols building program, and confirmed with the board that it was acceptable to continue with the schematic design phase of the project.

Guests Chip Sutherland and Kelly Mrsic gave a brief presentation on the public finance services that are available to the library through Hilliard Lyons.

Bernice Davis motioned to approve the revisions presented to the Personal Social Networking and Online Access Policy, seconded by Sean Firkins. Unanimously approved.

Sherri Beck motioned to approve the revisions presented to the Vacation Leave Scheduling Policy, to increase the number of employees that may be allowed to take time off in the system on the same day, seconded by Bernice Davis. Unanimously approved.

Sean Firkins motioned to approve the revisions presented to the Personal Leave Policy, seconded by Bernice Davis. Unanimously approved.

Bernice Davis motioned to approve the revisions presented to the Worker's Compensation Policy, seconded by Sherri Beck. Unanimously approved.

Bernice Davis motioned to allow Tracy Weikel to roll over her accrued vacation that exceeds the cap into her next anniversary year, seconded by Sean Firkins. Unanimously approved.

Bernice Davis motioned to allow Carolyn Swan to roll over her accrued vacation that exceeds the cap into her next anniversary year, seconded by Sherri Beck. Unanimously approved.

Bernice Davis motioned to adopt a resolution allowing Joe Schweiss to execute and deliver a deed convey for the property at 311 Snapp Street to the city of Mt. Washington, seconded by Sean Firkins. Unanimously approved.

Jennifer shared some positive feedback from this year's SummerQuest program with the board.

Next Meeting: The next meeting will be held at the Ridgway Memorial Library in Shepherdsville, on August 22, 2017 at 5 p.m.

Adjournment: Bernice Davis motioned to adjourn the meeting at 6:50 p.m., seconded by Sean Firkins. Unanimously approved.

Minutes taken by Joe Schweiss, Director, and Jennifer Nippert, Assistant Director.

Bernice Davis, Secretary

Sherry Parker, President