



Bullitt County Public Library  
Minutes of the Regular Board Meeting  
August 22, 2017 5:00 PM  
Shepherdsville, KY

**Call to Order:** Sherry Parker called the meeting to order at 5:00 p.m.

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

**Absent:** Chris Bischoff, Regional Consultant.

**Public Comment:** none

**Minutes:** The minutes of the July regular meeting were presented. Bernice Davis made a motion to approve the minutes as presented, seconded by Sherri Beck. Unanimously approved.

**Treasurer's Report:** The treasurer's report for July was presented. Bernice Davis made a motion to approve the treasurer's report as presented, seconded by Darlene Mann. Unanimously approved.

**Regional Consultant's Report:** Joe shared the monthly Trustee Tip with the board.

**Director's Report:** Joe shared the circulation report for July; he highlighted a 16% overall increase in circulation for the system.

In construction news, the Mt. Washington branch opened to the public on August 17. Joe proposed dates for the dedication ceremony, and Saturday, September 9 at 11 a.m. was selected.

Joe presented the board with the options for setting the tax rate this year. Sherri Beck motioned to adopt the compensating rate, which kept the real and motor vehicle rates the same as the previous fiscal year, but raised the personal and inventory in transit rates from 6.9 cents per 100 dollars of property value to 7.0 cents. Seconded by Bernice Davis. Unanimously approved. Joe will present the rate to the fiscal court in August.

Sean Firkins motioned that he take over the vacant treasurer position on the board, seconded by Bernice Davis. Unanimously approved. Rhonda, our HR administrator, will work with Sean to complete the required bond application.

Darlene Mann motioned to approve the revision to the bylaws to include language to clarify filling unexpired terms, seconded by Sherri Beck. Unanimously approved.



Sherry Beck motioned to approve the revisions presented to the Cell Phone Policy, seconded by Sean Firkins. Unanimously approved.

Darlene Mann motioned to approve the revisions to the Incident Reporting Policy, seconded by Bernice Davis. Unanimously approved.

Bernice Davis motioned to approve the revisions to the Overtime and Compensatory Time Policy, seconded by Darlene Mann. Unanimously approved.

Bernice Davis motioned to approve the revisions to the Public Attendance of Meetings Policy, to reflect the board's current meeting time, seconded by Sherry Beck. Unanimously approved.

Sherry Beck motioned to approve the revisions to the Sick Leave Policy, seconded by Darlene Mann. Unanimously approved.

Bernice Davis motioned to approve the revisions to the Vacation Leave Policy, seconded by Darlene Mann. Unanimously approved.

Sherry Beck motioned to approve the revisions to the Program Policy, to create an opt-in for Library use of the likenesses of patrons and presenters. Seconded by Sean Firkins. Unanimously approved.

**Next Meeting:** The next meeting will be held at the Ridgway Memorial Library in Shepherdsville, on September 26, 2017 at 5 p.m.

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

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

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Bernice Davis, Secretary

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Sherry Parker, President