



Bullitt County Public Library
Minutes of the Regular Board Meeting
January 10, 2017 5:00 PM
Shepherdsville, KY

Call to Order: Sherry Parker called the meeting to order at 5:04 p.m.

Present: Sherry Parker, President; Darlene Mann, Vice President; Bernice Davis, Secretary; Lea Ann Johnson, Member; Joe Schweiss, Director; Jennifer Nippert, Assistant Director Chris Bischoff, Regional Consultant; Lindsey Fouts, guest.

Absent: none

Public Comment: none

Minutes: The minutes of the December regular meeting were presented. Lea Ann Johnson suggested a correction in the minutes section, changing “as” to “a.” Lea Ann Johnson made a motion to approve the minutes as corrected, seconded by Darlene Mann. Unanimously approved.

Treasurer’s Report: The treasurer’s report for December 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: Chris pointed out Senate Bill 48, which is currently in committee during this session for the Kentucky Legislature. The language of the bill would empower the county judge executive to exercise significantly more control over the nomination and appointment of library trustees.

Director’s Report: Joe reported another strong month in circulation in December, with an 18% increase in physical items and a 44% increase in digital items over last year. He also noted that no appointment had yet been made by the fiscal court to fill the board vacancy to represent the Hillview area of Bullitt County.

Moving onto building issues, Joe shared that a camera system was not in the original bid for the Mt. Washington project. He has discussed this opportunity with Superior Technologies, the company currently working on the network cabling for the project. Darlene Mann motioned for Joe to collect bids for the camera system and initiate a purchase, seconded by Bernice Davis. Unanimously approved.

Sherry and Jennifer reported on a meeting they had with Clayton Dawson, regarding a possible donation of his property in Nichols to be used to for a library building project in that area. In exchange for donating the property, he was interested in honoring key individuals in Nichols educational community,



including Oretha Ridgway, Ronald Weimer, Viola Logsdon, Rosemary Jones and Mona Whiteman Simcoe. Bernice Davis motioned that these individuals be honored in the new library facility, in exchange for donation of the property, pending the final selection of the site near Nichols Elementary as the final location for the project. The individuals would be honored by a plaque recognizing the gift honoring these individuals in the library, by providing bookplates in selected sections of the opening collection, and by including oral histories commemorating these individuals as part of the library's collection. The motion was seconded by Darlene Mann. Unanimously approved.

Joe stated that the board's initial offer on property in Shepherdsville did not solicit a response from the seller. Darlene Mann motioned that Joe work with the library's realtor to increase the offer in incremental steps, seconded by Lea Ann Johnson. Unanimously approved.

The board reviewed revisions to the library's FMLA Leave policy. Lea Ann Johnson motioned to accept the revisions as presented, seconded by Darlene Mann. Unanimously approved.

The board reviewed revisions to the library's Borrowers policy to include agency checkouts as a borrower type. Darlene Mann motioned to accept the revision as presented, seconded by Lea Ann Johnson. Unanimously approved.

Bernice Davis motioned to strike the redundant Agency Check Out policy, seconded by Darlene Mann. Unanimously approved.

The board reviewed revisions to the library's Circulation policy, increasing the limits on multimedia items and lowering late fees for those items. Darlene Mann motioned to accept the revisions as presented, seconded by Bernice Davis. Unanimously approved.

Lea Ann Johnson motioned to strike the Opening Duties policy, seconded by Darlene Mann. Unanimously approved.

Jennifer presented a revision to the Internet Technology Clerk job description. Lea Ann Johnson motioned to accept the revision as presented, seconded by Darlene Mann. Unanimously approved.

The board reviewed the library's mission statement, with no suggested changes.

The board reviewed the library's current bylaws. Bernice Davis motioned to amend Article VI, Section I, sentence 2 to reflect a changed regular board meeting date from the second Tuesday of the month to the fourth Tuesday of the month, seconded by Darlene Mann. Unanimously approved.

The board reviewed "parking lot speech" instructions, and were encouraged to develop their own speeches to advocate for the library.

Next Meeting: The next meeting will be held at the Ridgway Memorial Library in Shepherdsville, on Tuesday, January 24, 2017 at 5 p.m.

Adjournment: Bernice Davis motioned to adjourn the meeting at 7:13 p.m., seconded by Darlene Mann. Unanimously approved.



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

Bernice Davis , Secretary

Sherry Parker, President