



BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

April 8, 2014

The Bullitt County Public Library Board of Trustees met Tuesday, April 8, 2014, at the Ridgway Memorial Library. Those present were Pam Polston, Joyce Manning, Sherry Parker, Martha Underwood, Joe Schweiss, and Judy T. Jackson. Several guests were present. Pam Polston called the meeting to order at 5:00 p.m. Renee Morgan arrived at 5:05 p.m.

The minutes from the last regular board meeting were read. Joyce Manning made the motion to accept the minutes as written. Renee Morgan seconded the motion. The motion carried.

The Treasurer's Report was given. Martha Underwood made the motion to accept the Treasurer's Report as given. Sherry Parker seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

Regional Director's Report:

Bessie Gray was not present.

The monthly report from KDLA was passed out.

Library Director's Report:

We have advertised the landscaping bids in the Pioneer News. The bids are to be in by 12 noon on April 14th. The bids are just for the landscaping portion this time. There was a discussion about why we did not combine the landscaping with the snow removal on the bids. Joe felt since this was our first time doing this, it would be better to just do the one. The bid contract will only be for one-year. There was also a discussion concerning the flower pots here at Ridgway and the attractiveness of the building. Pam Polston suggested forming a committee to oversee the landscaping here. The board agreed to form such a committee of Sherry Parker and Martha Underwood. Martha Underwood made the motion to accept the best bid. Joyce Manning seconded the motion. The motion carried.

A preliminary budget for 2014-2015 was passed out. Since we do not have to have it filed until July 1st, this gives us a little more time to work through it. Joe went through the budget explaining why the differences in budget amounts, if any. Judy had worked up two scenarios for payroll to see how they would work with the budget set for payroll expenses. She asked the board for direction on how she should proceed for the next meeting. The board would like to see the new Human Resources position be a full time one instead of a part time one. The adjustment will be brought back to the next meeting.

Joe reminded the board that the proposed revised Board of Trustee By-Laws have not been approved yet. Pam Polston stated she would like to see it stated that the board would try to stay with representation from each area of the county when possible. There was also a question about the section where two members could call a meeting, on page 5. These items will be addressed and the revision will be brought back to the board.

The proposed smoking policy was discussed. The board discussed where employees would smoke according to the new policy. The board suggested we mark in some way, a place for cigarettes to be extinguished. The board also wants to make sure we have proper signage. Renee Morgan made the motion to accept the Smoking and Tobacco Use Policy. Martha Underwood seconded the motion. The motion carried.

Joe advised the board that we are still working on the revision of the leave request policy. We need to include how to handle departmental requests.



Pictures showing the progress at the Hillview back lawn were passed out. We have been informed from the contractor that he cannot obtain the concrete benches we had originally picked out. Joe and Judy had already substituted out one of the benches earlier. They were thinking of switching all the concrete benches for a conventional bench. A picture of this bench was passed out. One board member suggested using the same type of bench Mt. Washington was using in their park. After much discussion, Martha Underwood made the motion to go with the classical bench Joe had showed them. Joyce Manning seconded the motion. Sherry Parker voted "no". The motion carried.

The asbestos abatement was been finished, and the fire department has used the building for some training activities. The demolishing contractor is waiting for Louisville Gas and Electric to disconnect the electric and gas from the building. Hopefully the building will be down soon. We have alerted the company to the fact that we have been asked to make sure the sidewalk remains intact.

We have found out that the shale used as fill that was supplied by one contractor for a number of projects in Bullitt County is now showing signs of shifting. Therefore, Sandy Greenbaum would rather do a core drilling into the floor instead of doing a monitoring on it. We have not heard yet the particulars to do this. Hopefully, we will have more information for the board by the next meeting.

Joe passed out the circulation stats for the month of March.

Joe had Pam Polston sign the contract to continue with the construction grant on Ridgway from KDLA. She also signed the contract agreeing to the additional square footage for the new Mt. Washington library from Studio Kremer Architects.

Lori Puchino from the Mt. Washington Main Street Committee asked to speak to the board about the new Mt. Washington building design. Her design committee would like to have a copy of the design in order to make suggestions and give their comments. Pam Polston advised that the design was not settled yet, and that the board would definitely put it out for the public to see once a plan had been finalized.

Charlie Long also asked to talk to the board. It is his understanding that according to KRS 69.210, Special Taxing Districts could use the services and representation of the county attorney free of charge. He feels that the library board should check into this and take advantage of this service. Joe explained that we were a state entity and not a county entity, therefore, we did not qualify for this free service.

Martha Underwood made the motion to adjourn the meeting. Sherry Parker seconded the motion. The motion carried. The meeting was adjourned at 6:55 p.m.

The next board meeting will be May 13, 2014, at 5 p.m. at the Ridgway Memorial Library.

Respectfully submitted,

Martha Underwood
Secretary
Board of Trustees
Bullitt County Public Library

Pam Polston
President
Board of Trustees
Bullitt County Public Library