

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

August 8, 2006

The Bullitt County Public Library Board of Trustees met Tuesday, August 8, 2006, at the Ridgway Memorial Library, 505 Buffalo Run Rd., Suite 102. Those present were Joyce Manning, Pam Polston, David Strange, Henry Robinson, Randy Matlow, and Jennifer Brookshire. Nelda Moore arrived at 5:45 pm. Pam Polston called the meeting to order at 5:30pm.

Pam Polston passed around thank-you cards that had been received for the gift cards.

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

The Treasurer's Report was given. Randy let us know that the U.S Bank statement had not been received. Jennifer Brookshire made the motion to accept the Treasurer's Report as given. Henry Robinson seconded the motion. The motion carried. The Treasurer's Report will be filed for audit.

Regional Director's Report:

Nelda Moore discussed the library conference.

Director's Report:

Randy reported that the roof trusses were complete. We still need to decide on theme for children's area. They are starting on the front elevation and preparing for the electrical. Our new architects name is Tom Gilford. Randy said that construction was about a month behind but is going fairly well.

Randy reported that the Mt Washington library lighting and ceiling were still an open issue.

Randy passed out the phone system bids from E&H Integrated Systems, US Voice & Data, and On Site Solutions. After some debate Henry Robinson made a motion to accept the On Site Solutions bid. Jennifer Brookshire seconded the motion. The motion carried.

Randy passed out the computer system bids from On Site Solutions, Global, Computer Outlet, & Tiger Direct. Henry likes the idea of using On Site Solutions since they will be doing our phone system and we have used this company in the past with no problem. Pam is a little concerned that we may be overloading On Site Solutions since they are a small company. She wants to make sure that we would be able to get the help we need should something go wrong with the equipment. David likes the idea that On Site Solutions is a local company. Henry Robinson made a motion to accept bid from On Site Solutions. David Strange seconded motion. The motion carried.

David Strange would like to change our meeting time and date if possible. After some discussion we decided to try 5:00pm on the second Tuesday of the month and if that works for everyone we will discuss making it permanent.

David Strange had to leave the meeting at 6:40pm.

Randy had the book circulation report for us to review. Also the book budget was received and reviewed. Joyce Manning made a motion to accept the book budget as written. Henry Robinson seconded the motion. The motion carried.

We received the proposed plans for changes at the Lebanon Junction Branch. The ultimate goal is a new building for LJ. For now we are going to try and maximize the space we have and add more computers. We hope to do this in October. The library would need to be closed for approximately three days.

We reviewed our Interlibrary Loan Policy, due to some borrowers not returning books on time and in some cases not at all, we feel we need to change the policy to state that a maximum of five books may be checked out at a time. The library will hold more for the patron if they would like. Henry Robinson made a motion to revise the Interlibrary loan policy to a maximum of five books checked out. Jennifer Brookshire seconded the motion. The motion carried.

The Kentucky Open Records and Open Meetings Acts were passed out and the board members present signed receipt of receiving it.

We received paperwork on the board evaluation of Director but agreed we would table this issue until next meeting.

A copy of our By-Laws were passed out and reviewed. Nelda Moore let us know that section 2 of the by-laws was incorrect. It should state that in the event of an unexpired term the replacement members term would also begin on July 1, of the same year as the outgoing board member, not the date of his/her appointment to the Board.

We were informed that we do not have our tax rate cert. yet.

The board would like to meet at the Lebanon Junction Library next month. Henry Robinson made a motion to meet at LJ at 5:00pm. Jennifer Brookshire seconded. The motion carried.

We were informed that Kenny's wife had surgery and he would be on leave. There may be a temporary hired, but for now Bill will pick up the slack.

Vicky Tipton has returned to work, also two of our staff members have become grandparents!

Henry Robinson made a motion to adjourn the meeting. Joyce Manning seconded the motion. The motion carried. The meeting was adjourned at 7:26pm.

The next meeting will be September 12, 2006, at the Lebanon Junction Library, at 276 Main Street, at 5:00pm.

Respectfully submitted,

Jennifer Brookshire  
Secretary  
Board of Trustees  
Bullitt County Public Library

Pam Polston  
President  
Board of Trustees  
Bullitt County Public Library