

BULLITT COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

September 12, 2006

The Bullitt County Public Library Board of Trustees met Tuesday, September 12, 2006, at the Lebanon Junction Library. Those present were Joyce Manning, Pam Polston, Henry Robinson, Jennifer Brookshire, Randy Matlow, and Judy Jackson. Pam Polston called the meeting to order at 5:00 p.m. David Strange arrive at 5:05 p.m. Two visitors were also present, Mary Adams, and Mary Kay Strange.

Pam Polston passed around a thank-you card from the staff for the Kroger 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. Henry Robinson seconded the motion. The motion carried.

The minutes of the special called meeting on September 6, 2006, to set the 2006 tax rate were read. Henry Robinson made the motion to accept the minutes as written. Jennifer Brookshire seconded the motion. The motion carried.

The Treasurer's Report was given. Ms. Manning asked about the check written to Athens Commercial Door. Judy explained it was for the renovation of Ridgway. Henry Robinson asked about the check to Florida State. Judy explained that it was for the fall tuition of Belinda Bunnell working towards her Master's in Library Science. Jennifer Brookshire made the motion to accept the Treasurer's Report as given. Joyce Manning seconded the motion. The Treasurer's Report will be filed for audit.

The Annual Report has been done for another year. A copy was given to all the board members. Randy explained that the formatting was not the best, but all the vital information was there. Now that it has been completed, we should receive our state-aid check soon.

Regional Director's Report:

Nelda Moore couldn't attend due to a family situation.

Director's Report:

Our custodial assistant, Kenny Dearmond, has been off several weeks due to his wife's illness. We are sorry to say, she has just passed away. We will be sending a donation to one of Kenny's and his wife's favorite charities – The Taylorsville Special Olympics.

We are submitting a LSTA grant for Library Innovation on Friday. The grant will be for a VOIP phone system. We have had several problems with the current system, and with the new construction, we will need a new system anyway. Several options are available with this system.

We also submitted a programming grant for teens and young adults. This program would be for doing "lan wars" in the library.

The construction on Ridgway is moving ahead, but we are still behind the construction company's projected schedule. Henry Robinson asked when we will need to plan for the move back in. When we have a more accurate time frame, we can start making the arrangements.

Central Business Group is doing the shelving, and Mandy Flynn with Only Libraries, Ltd., is doing the furniture. We have gone through both quotes several times with the representatives. The children's area has been changed some. We have decided that the log cabin had to go. We will keep the mobile, but the material it is constructed of has changed. We are also going to have some chromatic pictures of animals mounted on the wall. In order to hang the mobile, we are going to have to take out the center light, and place four pot lights around the mobile. We will leave the electrical fixture in place, so in future years, if we wanted to take the mobile down, we will still be able to have a light there. The board discussed the animal pictures. They would like to see more "child" friendly pictures, in lieu of the bear that was given as an example. Randy explained that all the items would be custom designed. The Board likes the idea of nature scenes, birds, or wildflowers. Randy handed out a current revision of our projected cash flow. The total of the interior would be \$218,000. The cash flow projection indicates that we can handle this. David Strange made the motion to accept the quote from Central Business Group on the shelving for Ridgway Library. Jennifer Brookshire seconded the motion. The motion carried. Henry Robinson made the motion to accept the quote from Only Libraries, Ltd., on the furniture for

Ridgway Library. Jennifer Brookshire seconded the motion. The motion carried. Jennifer Brookshire made the motion to accept the Ad-Ex quote on the furnishings for the children's area, with the final approval of picture selection be up to the board. Joyce Manning seconded the motion. The motion carried. The motion carried.

Our Lebanon Junction Library is our smallest library, but it is a very welcoming library. It will be our next building project. One of the problems we are having, besides not enough space, is the parking. There is none. One of our visitors asked if the restaurant could limit parking on the street. Randy advised he and the Board was aware of this problem, but that maybe the visitors should talk to their mayor about this. We are also having problem is locating land suitable for building, and is within walking distance for the children. Henry Robinson had some comments about the seminar he is taking, Leadership Bullitt County, and some of the things he has learned. He feels if we could find land, we should purchase it. A discussion followed. We would definitely be open to any opportunities that might come become available.

Randy explained to the board the rearrangement of Lebanon Junction that we plan to do within the next month. Some of the lights will have to be moved, and new electric will have to be run before we can rearrange the library. We might have to close the library for approximately three days for the rearranging of the shelves. David Strange brought up his concerns about the rear exit door being so close to the new children's area. He asked if we could put an alarm on the door in case anyone tries to leave though it. Randy agreed.

Randy feels it is time to move our music CD collections from behind the circulation desks out into the library like we have done with the videos. The board agreed.

We have renewed KLA membership for staff that will be attending KLA at the end of this month. We receive better rates for these workshops when the attendee is a member of KLA. Randy asked if all the board members would like to have membership in KLA also. David Strange made the motion to sign all the board members up for KLA membership. Joyce Manning seconded the motion. The motion carried.

Randy gave the board several handouts of items to be discussed at future meetings, such as a short term items to work on, and evaluating a library director. A starting point for the board would be to list three most important things they feel the library needs to be doing in order for it to be successful. Board suggested the board think about this, and write their values down to be discussed at a future meeting.

Joyce Manning voiced a concern about the landscaping at Dorothea Stottman Library. She feels the scrubs need to be trimmed back. Randy will look into this. He also told the board that city of Mt. Washington would be purchasing two trees for our library there.

Pam Polston voiced a concern that the board should decide what was important to discuss to keep their meetings moving on a timely manner and to be sure that all comments were on topic..

The October 10<sup>th</sup> meeting will be at Dorothea Stottman Library, at 5:00 p.m.

Judy reminded everyone of the tax rate hearing on Wednesday, September 27<sup>th</sup>, at 5:00 p.m. at Ridgway Memorial Library.

Jennifer Brookshire made the motion to adjourn the meeting. Henry Robinson seconded the motion. The motion carried. The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Jennifer Brookshire  
Secretary  
Board of Trustees  
Bullitt County Public Library

Pam Polston  
President  
Board of Trustees  
Bullitt County Public Library