



Bullitt County Public Library  
Minutes of the Regular Board of Trustees Meeting  
July 28, 2020 5:00 PM  
Via Zoom Videoconferencing

**Call to Order:** Sherry Parker called the meeting to order at 5:01 p.m.

**Present:** Sherry Parker, President; Darlene Mann, Vice President; Sherri Beck, Member; Bernice Davis, Secretary; Sean Firkins, Member; Chip Sutherland, representing Robert W. Baird and Co.; Christian Juckett, representing Rubin & Hays; from Omni Architects, Don Adams, Michael Jacob, and Mark Manczyk; Joe Schweiss, Director; Jennifer Nippert, Assistant Director.

**Absent:** none

**Public Comment:** none

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

The minutes of the July 2 special called meeting were presented. Sherri Beck made a motion to approve the minutes as presented, seconded by Darlene Mann. Unanimously approved.

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

Chip Sutherland and Christian Juckett outlined the process for the Trustees to execute a competitive bond sale to partially finance the Shepherdsville project. The date set for the bond sale is August 13, 2020 at 11:30 a.m. EST. Once the lowest bidder is determined by Baird, bond documents will need to be authorized by either the Board of Trustees President or Vice President. Christian reviewed three documents:

- The General Obligations Bond Resolution with a Principal Amount not to Exceed \$8,495,000 (see attached); Bernice Davis made a motion to adopt the resolution as presented, seconded by Darlene Mann. Unanimously approved.
- The Resolution Regarding IRS Regulations (see attached); Sherri Beck made a motion to adopt the resolution as presented, seconded by Bernice Davis. Unanimously approved.
- The Resolution Regarding SEC Disclosure Rules (see attached); Sean Firkins made a motion to adopt the resolution as presented, seconded by Darlene Mann. Unanimously approved.

The Library's local attorney, John Spainhour, will provide an opinion on the viability of these documents, as well.



The board discussed costs already expended on the project in relation to the proposed principal amount for the bond issue. Sean Firkins made the motion to pay all architectural fees for the Shepherdsville project from the Library's reserve fund designated for Capital Projects, seconded by Sherri Beck. Unanimously approved.

The Trustees' intent is for Joe to execute the contract with General Contractor Scott, Murphy, and Daniel and to schedule the pre-construction meeting for the Shepherdsville project with Omni Architects and Scott, Murphy, and Daniel representatives.

**Director's Report:** In addition to reviewing the Library's current response to the pandemic, Joe presented a draft letter to be sent to local leaders and the Bullitt County Board of Elections about the selection of a location for early in-person voting for this year's elections. The letter outlines the devastating impact that the seizure of the Ridgway Memorial meeting room for that purpose had on the community of Shepherdsville's access to library services. It makes a recommendation for an alternate location to be selected to avoid a similar issue being created during the upcoming general election. Sherri Beck motioned for Joe to distribute the letter on behalf of the Trustees, seconded by Bernice Davis. Unanimously approved.

Joe also offered to assist the Trustees in order for them all to continue with and complete KDLA's Trustee Certification process.

The following policies were reviewed with no revisions recommended:

- Bereavement Leave
- Long-term Disability Program
- Short-term Disability Program

**Next Meeting:** Following all applicable state laws and health orders, the next regular monthly meeting will be held on Tuesday, August 25 at 5 p.m. in its entirety as a videoconference on the Zoom meeting platform.

**Adjournment:** Darlene Mann made a motion to adjourn the meeting at 6:37 p.m., seconded by Bernice Davis. 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