Bullitt County Public Library

Minutes of the Regular Board of Trustees Meeting

February 23, 2021 5:00 PM

Via Zoom Videoconferencing

**Call to Order:** Darlene Mann called the meeting to order at 5:01 p.m.

**Present:** Sherry Parker, President (entered meeting at 5:06 p.m.); Darlene Mann, Vice President; Bernice Davis, Secretary; Sean Firkins, Member; Sherri Beck, Member (entered the meeting at 5:42 p.m.; Joe Schweiss, Director; Jennifer Nippert, Assistant Director.

**Absent:** none

**Public Comment:** none

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

**Treasurer’s Report:** The treasurer’s report for January was presented. Darlene Mann asked for clarification about how the “donation account” was being used; this is an action item for Joe to investigate. Bernice Davis made a motion to approve the report as presented, seconded by Sean Firkins. Unanimously approved.

**Director’s Report:** Joe shared highlights of the previous month’s activities, as well as the monthly report from KDLA. The KPLA Spring Conference will take place virtually this year, running from March 24-26.

Joe made note that the meeting minutes from local city council meetings were included in this month’s packet, as well as minutes from the BCPS Board meeting.

Joe presented an update on the Central Library construction project. Because of winter weather, substantial progress was delayed.

The following policies were reviewed with no revisions pending:

* Vacation Leave
* Sick Leave
* Incident Reporting
* Program Policy

The Public Attendance of Meetings policy was presented with an amendment to reflect the Attorney General’s guidance on how to handle regularly scheduled meetings. Darlene Mann suggested a revision on page 19 of the packet: strike “asked,” replace with “required.” Sean Firkins made a motion to approve the revised policy as corrected, seconded by Darlene Mann. Unanimously approved.

Amendments to the Bereavement Policy were presented. For the next board meeting, a reformatted version will be presented for final approval.

Trustees were encouraged to continue with their recruiting efforts for upcoming vacancies on the board. Ideally a fillable application form will be made available by the next board meeting.

**Next Meeting:**  Following all applicable state laws and health orders, the next regular monthly meeting will be held on Tuesday, March, 2021 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 6:02 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 Sherry Parker, President