Bullitt County Public Library

Minutes of the Regular Board of Trustees Meeting

June 22, 2021 5:00 PM

Via Zoom Videoconferencing

**Call to Order:** Sherry Parker called the meeting to order at 5:02 p.m.

**Present:** Sherry Parker, President; Darlene Mann, Vice President; Bernice Davis, Secretary; Joe Schweiss, Director; Jennifer Nippert, Assistant Director.

**Absent:** Sean Firkins

**Public Comment:** none

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

**Treasurer’s Report:** The treasurer’s report for May was presented. Bernice Davis made a motion to approve the report as presented, seconded by Darlene Mann. Unanimously approved.

**Director’s Report:** Joe shared highlights of the previous month’s activities and circulation, as well as the monthly report from KDLA.

The following policies were reviewed with no revisions pending:

* Performance Appraisals
* Performance Improvement
* Layoff
* Voluntary Separation

The Travel and Meal Expenses policy was presented with revisions. Bernice Davis made a motion to adopt the revisions presented, seconded by Darlene Mann. Unanimously approved.

The Open Records Request policy was presented with revisions. Darlene Mann made a motion to adopt the revisions presented, seconded by Bernice Davis. Unanimously approved.

The proposed budget for FY 21-22 was presented for review. Bernice Davis made a motion to adopt the budget as presented, seconded by Darlene Mann. Unanimously approved.

The budget for FY 20-21 was reviewed and did not require any end-of-year amendments to be adopted by the Board of Trustees.

The Director’s evaluation was discussed. Sherry Parker volunteered to contact former trustee Sherri Beck to gather her input on the evaluation to avoid having any appearance of conflict of interest in the process.

The board discussed pursuing the purchase of a new courier van via the state contract, as well as applying a vehicle wrap with appropriate advertising content to promote the Library.

Bernice Davis moved for the board to go into closed session under KRS 61.810 (1) (b) to discuss the sale of property for the Library, seconded by Darlene Mann. Unanimously approved. Sherry Parker stated “The Bullitt County Public Library Board will go into closed session under KRS 61.810 (1) (b) at 6:07 p.m. The reason is that deliberations would likely affect the value of the property.” The board came out of closed session at 6:45 p.m. No final action was taken.

**Next Meeting:**  The next regular monthly meeting will be held on Tuesday, July 27, 2021 at 5 p.m. at the Ridgway Memorial Library.

**Adjournment:**  Darlene Mann made a motion to adjourn the meeting at 6:48 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