



Bullitt County Public Library

Minutes of the Regular Board of Trustees Meeting

July 27, 2021 5:00 PM

Shepherdsville, KY

Call to Order: Darlene Mann called the meeting to order at 5:06 p.m.

Present: Sherry Parker (lost connection at 5:10 p.m., re-entered meeting at 5:21 p.m.), President; Darlene Mann, Vice President; Bernice Davis, Secretary; Sean Firkins (entered meeting at 5:22 p.m.), Member; Kellie Rausch, Member; Joe Schweiss, Director; Jennifer Nippert, Assistant Director.

Absent: none

Public Comment: none

Minutes: The minutes of the June regular meeting were presented. Kellie Rausch 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 Kellie Rausch. 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 policy was reviewed with no revisions pending:

- Library Fee

Additionally, the Volunteer Handbook was presented for review with no revisions pending.

The Public Internet Access policy was presented with revisions. Sean Firkins made a motion to adopt the revisions presented, seconded by Darlene Mann. Unanimously approved.

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

The Internet and Email Use policy was presented with revisions. Kellie Rausch made a motion to adopt the revisions presented, seconded by Bernice Davis. Unanimously approved.

The Grievances policy was presented with revisions. Darlene Mann made a motion to adopt the revisions presented, seconded by Sean Firkins. Unanimously approved.



Joe presented new revisions to the Pandemic Response Plan, last revised by the BCPL Board of Trustees during the September 2020 regular meeting.

Kellie Rausch made a motion to rescind the following motion: “Once Bullitt County receives a ‘red zone’ assignment, BCPL will move to Level 5 of its Pandemic Plan the next day. Additionally, Bullitt County shall maintain an ‘orange zone’ assignment for 2 consecutive days before BCPL returns to Level 4 of the Pandemic Plan.” Seconded by Bernice Davis. Unanimously approved.

Sean Firkins made a motion to replace the rescinded motion with the following: “Once Bullitt County receives a ‘red zone’ assignment, BCPL will move to Level 2 of its Pandemic Plan the next day. Should Bullitt County’s average daily cases elevate to an average daily case count of 50 or above, BCPL will move to Level 3 of its Pandemic Plan the next day until it drops below 50. Additionally, Bullitt County shall maintain an ‘orange zone’ assignment for 2 consecutive days before BCPL returns to Level 1 of the Pandemic Plan.” Seconded by Bernice Davis. Unanimously approved.

Sean Firkins made a motion to adopt the new revisions of the plan to include additional levels, seconded by Kellie Rausch. Unanimously approved.

Joe presented options for the Trustees to consider adopting for FY 21-22. Sean Firkins made a motion that the Board adopt the compensating rate, seconded by Bernice Davis. The compensating rate consists of 6.2 cents per \$100 assessed value for real property, 8.96 per \$100 for personal property, 8.96 per \$100 of inventory in transit, and 2.12 cents per \$100 for motor vehicle/watercraft. Unanimously approved.

The following officer nominations were made:

- For President, Bernice Davis nominated Sherry Parker.
- For Vice-President, Sherry Parker nominated Dalene Mann.
- For Secretary, Sherry Parker nominated Bernice Davis.
- For Treasurer, Sherry Parker nominated Kellie Rausch.

Sean Firkins made a motion to elect the slate of candidates as nominated, seconded by Bernice Davis. Unanimously approved.

Bernice Davis made a motion to grant approval for up-to a \$40,000 purchase to replace the current courier vehicle when the desired model becomes available through the KY state procurement process, seconded by Kellie Rausch. Unanimously approved.

Bernice Davis made a motion for the Library to remain closed on Sunday, December 26, in observance of the Christmas holiday, seconded by Kellie Rausch. Unanimously approved.

The Director’s evaluation was tabled until the next regular meeting.

The date of November 12 has been selected for the biannual Staff Development Day; all branches will be closed that day to allow staff to receive continuing education.



Next Meeting: The next regular monthly meeting will be held on Tuesday, August 24, 2021 at 5 p.m. at the Ridgway Memorial Library.

Adjournment: Bernice Davis made a motion to adjourn the meeting at 6:49 p.m., seconded by Kellie Rausch. Unanimously approved.

Minutes taken by Joe Schweiss, Director, and Jennifer Nippert, Assistant Director.

Bernice Davis, Secretary

Sherry Parker, President