

Bullitt County Public Library
Minutes of the Regular Board of Trustees Meeting
May 24, 2022 5:00 PM
Shepherdsville, KY

Call to Order: Darlene Mann called the meeting to order at 5:00 p.m.

Present: Sherry Parker, President; Darlene Mann, Vice President; Bernice Davis, Secretary; Kellie Rausch, Treasurer; Sean Firkins, Member; guest, Scott Brown; Jennifer Nippert, Assistant Director; Rhonda Kinser, Assoc. Finance/HR Manager; Alexis Nalley, Admin Assistant

Absent: Scott Brown exited at 6:40pm

Public Comment: none

Financial presentation from Baird postponed by Baird.

Jenn presented the financial report and preliminary budget for the 2022-2023 fiscal year. Darlene Mann made a motion to approve the FY 22-23 budget as presented, seconded by Kellie Rausch. Unanimously approved.

Minutes: The minutes of the April regular meeting were presented. Kellie Rausch made a motion to approve the minutes as presented, seconded by Darlene Mann. Unanimously approved.

The minutes of the May 17 special called meeting were presented. Darlene Mann made a motion to approve the minutes as presented, seconded by Kellie Rausch. Unanimously approved.

Treasurer's Report: The treasurer's report for April was presented. Bernice Davis made a motion to approve the report as presented, seconded by Kellie Rausch. Unanimously approved.

Scott Brown from Phil Brown Insurance presented information about employee health insurance renewal options with Humana.

Kellie Rausch made a motion, seconded by Bernice Davis to move to Humana health insurance starting July 1, 2022 going through June 30, 2023 with \$3,650 per year per employee being added to a Health Savings Account for employees who choose the high deductible plan. Unanimously approved.

Sean Firkins made a motion, seconded by Kellie Rausch to continue to offer vision care in a different plan. Unanimously approved.

Jenn reported that the Central Branch has achieved substantial completion and Bullitt County Public Library has received the certificate of occupancy.

The job description for the Facilities Manager position was presented with revisions. Darlene Mann made a motion to approve the description as revised, seconded by Bernice Davis. Unanimously approved.

A new Parking Lot policy was presented. Darlene Mann made a motion, seconded by Bernice Davis to approve the policy as presented. Unanimously approved.

The following policies were tabled until the next scheduled meeting:

- Certification
- Schedule and Breaks
- Time in Position
- Long-term Disability
- Pest Control

Next Meeting: The next regular monthly meeting will be held on Tuesday, June 28, 2022 at 5 p.m. at the Ridgway Memorial Library.

Adjournment: Darlene Mann made a motion to adjourn the meeting at 7:05 p.m., seconded by Bernice Davis. Unanimously approved.

Minutes taken by Alexis Nalley, Admin Assistant.

Bernice Davis, Secretary

Sherry Parker, President