

Bullitt County Public Library
Minutes of the Regular Board of Trustees Meeting
October 18, 2022 5:00 PM
Shepherdsville, KY

Call to Order: Sherry Parker 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; Tara O'Hagan, Director; Jennifer Nippert, Associate Director; Alexis Nalley, Admin Assistant

Absent: None

Public Comment: none

Minutes: The minutes of the September regular 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 September was presented. Bernice Davis made a motion to approve the report as presented, seconded by Darlene Mann. Unanimously approved.

Regional Report: Tara presented the regional report sharing that there is a new consultant for the west region and there has been updates to the trustee certification program

Director's Report: Tara presented the director's report updating on her first month as director.

The following policies were reviewed with no revisions suggested:

- Layoff
- Internal and Email Use
- Grievances
- Library Fee Policy
- Public Internet Access Policy
- Exhibits and Displays Policy
- Lost, Damaged, and Overdue Materials Policy

The Timesheets and Payroll Policy was presented with revisions. Darlene Mann made a motion to approve the policy as revised, seconded by Kellie Rausch. Unanimously approved.

The Staff Scholarship Policy was presented with revisions. Darlene Mann made a motion to approve the policy as revised, seconded by Kellie Rausch. Unanimously approved.

Bernice Davis made a motion, seconded by Kellie Rausch, to sign a letter of support for the UofL Health Hospital South petitioning for cardiac catherization service.

Darlene Mann made a motion, seconded by Kellie Rausch, to approve adding Tara to the library's credit card account.

The new Maker Lab Assistant job description was presented. Darlene Mann made a motion to approve the description as presented, seconded by Kellie Rausch. Unanimously approved.

US Flag at Central: We are working on getting a 30ft flag pole set up outside of Central

Darlene Mann made a motion, seconded by Bernice Davis, to close all BCPL libraries on November 14, 2022 for Staff Development Day

Bernice Davis made a motion, seconded by Darlene Mann, to close all BCPL libraries on December 23, 24, 25, 26, 30, 31, 2022 and January 1, 2, 2023 for the holidays

Van Update: the library van will be ready towards the end of the year

Anytime Locker: the anytime locker at CE is live and working. We're going to gather some statistics and feedback on patron usage

Next Meeting: The next regular monthly meeting will be held on Tuesday, November 29, 2022 at 5 p.m. at the Central Library.

Adjournment: Bernice Davis made a motion to adjourn the meeting at 5:47p.m., seconded by Darlene mann. Unanimously approved.

Minutes taken by Alexis Nalley, Admin Assistant

Bernice Davis, Secretary

Sherry Parker, President