

Bullitt County Public Library
Minutes of the Regular Board of Trustees Meeting
May 23, 2023 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; Sean Firkins, Member; Tara O’Hagan, Director; Alexis Nalley, Admin Assistant; Jason Belford, guest (left at 5:20pm)

Absent: None

Public Comment: none

Jason Belford discussed a recent incident in the library.

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

Circulation Report: Tara presented the circulation stats for April.

Regional Report: Tara reviewed the regional report sharing there will be a trustee orientation happening on Zoom.

Director’s Report: Tara presented the Director’s Report including updates on the facilities

The following policies were reviewed with no revisions:

- Outdoor Spaces Policy
- Patron Records Policy

The Maker Lab Policy was presented with revisions. Sean Firkins made a motion to approve the policy with corrections, seconded by Bernice Davis. Unanimously approved.

The Materials Selection Policy was presented with revisions. Sean Firkins made a motion to approve the policy with corrections, seconded by Bernice Davis. Unanimously approved.

The Meeting Room Policy was presented with revisions. Bernice Davis made a motion to approve the policy as revised, seconded by Darlene Mann. Unanimously approved.

The Parking Lot Policy was presented with revisions. Darlene Mann made a motion to approve the policy as revised, seconded by Bernice Davis. Unanimously approved.

The Pest Control Policy was presented with revisions. Bernice Davis made a motion to approve the policy as revised, seconded by Sean Firkins. Unanimously approved.

The Program Policy was presented with revisions. Sean Firkins made a motion to approve the policy with corrections, seconded by Darlene Mann. Unanimously approved.

The Public Attendance of Meetings Policy was presented with revisions. Bernice Davis made a motion to approve the policy as revised, seconded by Darlene Mann. Unanimously approved.

The Volunteer Policy Handbook was presented with revisions. Sean Firkins made a motion to approve the handbook with corrections, seconded by Darlene Mann. Unanimously approved.

2023-2024 Budget Draft Review: Bernice Davis made a motion to raise administration salaries by 4%, seconded by Darlene Mann. Unanimously approved.

Sean Firkins made a motion for all admin raises to happen July 1, seconded by Bernice Davis. Unanimously approved.

Ridgway Memorial Library: Tara gave the Board updates from Christian Juckett regarding the Ridgway Memorial building.

Next Meeting: The next regular monthly meeting will be held on June 27, 2023 at 5 p.m. at the Central Library.

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

Minutes taken by Alexis Nalley, Admin Assistant

Bernice Davis, Secretary

Sherry Parker, President