

Bullitt County Public Library
Minutes of the Regular Board of Trustees Meeting
August 22, 2023 5:00 PM
Shepherdsville, KY

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

Present: Darlene Mann, President; Sean Firkins, Vice President; Bernice Davis, Secretary; Sam LaFollette, Treasurer; Tara O'Hagan, Director; Alexis Nalley, Admin Assistant

Absent: None

Public Comment: none

At 5:00pm Darlene Mann made a motion for the Board to enter into closed session per KRS 61.180 (1)(c) to discuss a matter of litigation. The reason was to discuss the potential legal actions regarding the Ridgway Memorial building. Seconded by Bernice Davis. Unanimously approved.

The Board returned to open session at 5:34pm. No action was taken.

Sam LaFollette made a motion, seconded by Bernice Davis, to offer a combined settlement to all of the Ridgway family heirs for a minimum of \$10,000 and a maximum of \$20,000.

Sam LaFollette made a motion, seconded by Bernice Davis, to give Tara O'Hagan the ability to negotiate the settlement on behalf of the Board up to \$20,000 before coming back to the board.

Bernice Davis made a motion, seconded by Sam LaFollette, for Christian Juckett to create a triple net lease for the Ridgway Memorial Library building between Bullitt County Public Library and Bullitt County for \$0.

Minutes: The minutes of the July regular meeting were presented. Sean Firkins made a motion to approve the minutes as presented, seconded by Sam LaFollette. Unanimously approved.

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

Circulation Report: Tara presented the circulation stats for July.

Regional Report: Tara reviewed the regional report.

Director's Report: Tara presented the Director's Report, including updates on the facilities

- Tara will be presenting to the Fiscal Court on September 5th and invited Board members to attend.

The Time Sheets and Payroll Policy was presented with revisions. Sean Firkins made a motion to approve the policy as revised, seconded by Sam LaFollette. Unanimously approved.

The Attendance and Tardiness Policy was presented with revisions. Bernice Davis made a motion to approve the policy with corrections, seconded by Sam LaFollette. Unanimously approved.

The Overtime and Compensatory Time Policy was presented with revisions. Sam LaFollette made a motion to approve the policy as revised, seconded by Bernice Davis. Unanimously approved.

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

The Holidays Policy was presented with revisions. Bernice Davis made a motion to approve the policy as revised, seconded by Sam LaFollette. Unanimously approved.

The Benefits Policy was presented with revisions. Bernice Davis made a motion to approve the policy with corrections, seconded by Sam LaFollette. Unanimously approved.

The Workplace Accommodations Policy was presented with revisions. Sam LaFollette made a motion to approve the policy as revised, seconded by Bernice Davis. Unanimously approved.

The Lost, Damaged, and Overdue Materials Policy was presented with revisions. Sean Firkins made a motion to approve the policy as revised, seconded by Bernice Davis. Unanimously approved.

The Laptop/Chromebook Borrowing Policy was presented with revisions. Sam LaFollette made a motion to approve the policy as revised, seconded by Bernice Davis. Unanimously approved.

The Procurement Policy was presented with revisions. Bernice Davis made a motion to approve the policy as revised, seconded by Sam LaFollette. Unanimously approved.

Hillview RFQ: Sam LaFollette made a motion, seconded by Sean Firkins, to approve the Hillview RFQ for Architectural Design.

Strategic Agenda: Bernice Davis made a motion, seconded by Sam LaFollette, to hire a third party strategic planner to update BCPL's Strategic Agenda.

Tax Rate: Sam LaFollette made a motion, seconded by Bernice Davis, to set the Personal Tax Rate at 6.04% and the Real Tax Rate at 5.7%

Next Meeting: The next regular monthly meeting will be held on September 26, 2023 at 5 p.m. at the Central Library.

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

Minutes taken by Alexis Nalley, Admin Assistant

Bernice Davis, Secretary

Darlene Mann, President