

Bullitt County Public Library
Minutes of the Regular Board of Trustees Meeting
November 28, 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; Bernice Davis, Secretary; Sam LaFollette, Treasurer; Tara O'Hagan, Director; Alexis Nalley, Admin Assistant; Stephanie Kuhn from Bramel & Ackley PSC, guest; Alec McFarlane, guest

Absent: Sean Firkins, Vice President

Stephanie Kuhn from Bramel & Ackley presented the final audit for FY 2022-2023. Stephanie left the meeting at 5:20pm.

Sam LaFollette made a motion to approved the audit report as presented, seconded by Bernice Davis. Unanimously approved.

Public Comment: Alec McFarlane discussed a recent incident within an ALA panel. Alec left the meeting at 5:30pm.

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

Treasurer's Report: The treasurer's report for October 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 October.

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

The Employee Files policy was reviewed with no revisions.

Bernice Davis made a motion, seconded by Sam LaFollette, to approved the following policies with the revisions as presented:

- Personal Leave
- Short-Term Disability Program
- Voting Leave

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

The Family and Medical Leave Act (FMLA) Leave policy was presented with revisions. Bernice Davis made a motion to approve the policy with corrections, seconded by Sam LaFollette. Unanimously approved.

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

The Long-Term Disability Program policy was presented with revisions. Sam LaFollette made a motion to approve the policy with corrections, seconded by Bernice Davis. Unanimously approved.

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

Bernice Davis made a motion to remove the Vacation Leave Scheduling policy, seconded by Sam LaFollette. Unanimously approved.

Studio Kremer Proposal: Sam LaFollette made a motion, seconded by Bernice Davis, to approve Studio Kremer's proposal for the Hillview project.

Tara gave an update on the Ridgway Memorial Library building.

Next Meeting: The next regular monthly meeting will be held on December 12, 2023 at 5 p.m. at the Central Library.

Adjournment: Bernice Davis made a motion to adjourn the meeting at 6:23p.m., seconded by Sam LaFollette. Unanimously approved.

Minutes taken by Alexis Nalley, Admin Assistant.

Bernice Davis, Secretary

Darlene Mann, President