

Bullitt County Public Library
Minutes of the Regular Board of Trustees Meeting
August 26, 2025 5:00 PM
Shepherdsville, KY

Call to Order: Sean Firkins called the meeting to order at 5:00 pm

Present: Sean Firkins, President; Rachel Hurt, Vice President; Sam LaFollette, Treasurer; Sarah Schladand, Member; Tara O'Hagan, Director

Absent: Bernice Davis, Secretary; Alexis Nalley, Admin Assistant

Public Comment: None

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

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

Tara presented the Circulation Stats for July and the Director's Report.

Revised Policies: Sam LaFollette made a motion, seconded by Sarah Schladand, to approve the following policies with the revisions as presented. Unanimously approved:

- Schedules and Breaks Policy
- Benefits Policy

Sarah Schladand made a motion, seconded by Rachel Hurt, to approve the following revised policies with edits. Unanimously approved:

- Maker Lab Policy
- Attendance and Tardiness Policy
- Overtime and Compensatory Time Policy
- Time in Position Policy
- Holidays Policy
- Workplace Accommodations Policy
- Employee Conduct Policy

Year-End Actuals Reported to DLG: Sam LaFollette made a motion, seconded by Rachel Hurt, to approve the Year-End Actuals as reported to the Department for Local Government (DLG). Unanimously approved.

Annual Report: Rachel Hurt made a motion, seconded by Sam LaFollette, accepting the 2025 Annual Report as submitted. Unanimously approved.

2024-2025 Audit Approval: Sam LaFollette made a motion, seconded by Rachel Hurt, to approve Bramel & Ackley, PSC, to perform the 2024-2025 Audit for \$11,500. Unanimously approved.

Tax Rates: Sam LaFollette made a motion, seconded by Rachel Hurt, to set the 2025-2026 Bullitt County Public Library tax rate for Real Property at 5.2 cents per \$100 in property value and designate Sarah Schladand to serve as acting Secretary to sign the tax rate paperwork. Unanimously approved.

Sam LaFollette made a motion, seconded by Rachel Hurt, to set the 2025-2026 Bullitt County Public Library tax rate for Personal/Tangible Property at 5.4 cents per \$100 in property value and designate Sarah Schladand to serve as acting Secretary to sign the tax rate paperwork. Unanimously approved.

Rachel Hurt made a motion, seconded by Sam LaFollette, to certify the 2025-2026 Bullitt County Public Library tax rate for Motor Vehicle and Watercraft at 2.12 cents per \$100 in property value and designate Sarah Schladand to serve as acting Secretary to sign the tax rate paperwork. Unanimously approved.

Hillview Construction: Tara gave an update on the Hillview construction project progress.

Next Meeting: The next regular monthly meeting will be held on September 23, 2025 at 5:00 p.m. at the Central Library.

Adjournment: Sarah Schladand made a motion to adjourn the meeting at 6:18 p.m., seconded by Sam LaFollette. Unanimously approved.

Minutes taken by Tara O'Hagan, Director

Bernice Davis, Secretary

Sean Firkins, President