

Bullitt County Public Library
Minutes of the Regular Board of Trustees Meeting
December 16, 2025 5:00 PM
Shepherdsville, KY

Call to Order: Rachel Hurt called the meeting to order at 5:00 pm

Present: Rachel Hurt, Vice President; Bernice Davis, President; Sam LaFollette, Treasurer; Sarah Schladand, Secretary; Tara O’Hagan, Director; Alexis Nalley, Admin Assistant; Curtis Flaherty, Facilities Manager; Stephanie Huhn from Bramel & Ackley PSC, guest (left 5:15pm)

Absent: Sean Firkins, Member

Elect Officers: Rachel Hurt made a motion, seconded by Sam LaFollette, for Bernice Davis to be President and Sarah Schladand to be Secretary. Unanimously approved.

At 5:19pm Bernice Davis made a motion for the Board to enter into closed session per KRS 61.810(1)(b) to discuss the purchase of property for the Library. The reason was to discuss potential purchase of land in Mt. Washington. Seconded by Sam LaFollette. Unanimously approved.

The Board returned to open session at 5:55pm. No action was taken.

2024-2025 Audit: Sarah Schladand made a motion, seconded by Sam LaFollette, to accept the 24-25 audit as presented. Unanimously approved.

Public Comment: None

Minutes: The minutes of the November meeting were presented. Rachel Hurt made a motion to approve the minutes as presented, seconded by Sarah Schladand. Unanimously approved.

Treasurer’s Report: The treasurer’s report for November was presented. Sam LaFollette made a motion to approve the report as presented, seconded by Sarah Schladand. Unanimously approved.

Tara presented the Circulation Stats for November and the Director’s Report.

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

- Staff Scholarship Policy
- Staff Serving on Committees Policy
- Layoff Policy
- Grievances Policy
- Receipt of the Employee Handbook

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

- Travel and Meal Expenses Policy
- Voluntary Separation Policy
- Library Employee Ethics Policy

Mt. Washington Branch: Sam LaFollette made a motion, seconded by Sarah Schladand, to give Tara O'Hagan and Curtis Flaherty the power to hire a realtor on behalf of the Board of Trustees to inquire about buying land at 831 N. Bardstown Rd in Mt. Washington, KY.

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

Next Meeting: The next regular monthly meeting will be held on January 27, 2026 at 5:00 p.m. at the Central Library.

Adjournment: Sam LaFollette made a motion to adjourn the meeting at 6:29 p.m., seconded by Sarah Schladand. Unanimously approved.

Minutes taken by Alexis Nalley, Admin Assistant

Bernice Davis, President

Sarah Schladand, Secretary