

Bullitt County Public Library

Minutes of the Regular Board of Trustees Meeting

March 24, 2026 5:00 PM

Shepherdsville, KY

**Call to Order:** Bernice Davis called the meeting to order at 5:01 pm

**Present:** Bernice Davis, President; Rachel Hurt, Vice President; Sam LaFollette, Treasurer (left 6:20pm); Sarah Schladand, Secretary; Tara O'Hagan, Director; Alexis Nalley, Admin Assistant

**Absent:** none

**Public Comment:** None

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

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

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

**Revised Policies:** Sarah Schladand made a motion, seconded by Rachel Hurt, to approved the following revised policies as presented. Unanimously approved:

- Digital Media Lab
- Event Policy
- Exhibits and Displays Policy

The following policies were approved with corrections:

- Distribution of Free Material and Public Posting Policy
- Emergency Operations Policy

The Fixed Assets Capitalization Policy and the Fundraising in the Library Policy were reviewed with no revisions.

**Trustee Applications:** Tara gave an update on the applications for the open trustee positions.

**Personnel Pay Rates FY 26-27:** Sam LaFollette made a motion, seconded by Sarah Schladand, for the Board of Trustees to recommend a 3% raise for hourly employees. Unanimously approved.

Sarah Schladand made a motion, seconded by Rachel Hurt, to approve the following raises for administration positions. Unanimously approved:

- Director: \$10,000
- Associate Director: \$7,500
- Associate Director of Finance & HR: \$5,000
- Facilities Manager: \$7,000

**IT Audit:** Sarah Schladand made a motion, seconded by Rachel Hurt, to approve hiring NetGain Technologies for an IT audit to be completed. Unanimously approved.

**Mt. Washington Branch:** Tara gave an update on the purchase of the Mt. Washington Branch property.

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

**Next Meeting:** The next regular monthly meeting will be held on April 28, 2026 at 5:00 p.m. at the Central Library.

**Adjournment:** Rachel Hurt made a motion to adjourn the meeting at 6:45 p.m., seconded by Sarah Schladand. Unanimously approved.

Minutes taken by Alexis Nalley, Admin Assistant

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Bernice Davis, President

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Sarah Schladand, Secretary