

# Bracken County Public Library Board

Board of Trustees Meeting Minutes  
July 6, 2022

A special called meeting of the Bracken County Public Library Board was called to order at 5:08 p.m. on July 6, 2022 by President Sandra Wood. This is our monthly meeting for July, but due to the July 4th holiday, we had to change the meeting date therefore a special meeting was necessary.

**Roll Call** - Present Board members: Sandra Wood, Anna Cummins, Alex Hyrcza and Brenda Cooper. Library Director: Christian Shroll and Library Attorney: Cynthia Thompson.

**Public Comment** - no public comment.

**Minutes:** The board reviewed the minutes of the June 6, 2022 regular board meeting. Motion by Alex to accept the minutes. Second by Ava and all approved.

Motion to approve the minutes of the special called meeting on June 21, 2022 by Brenda. Second by Sandra and all approved.

**Treasurer's Report:** Motion made by Anna to approve the Treasurer's report as written and filed for audit. Second by Alex and all approved.

## Business

### Policy Review

**By-Laws Amendment - 2nd Reading** - Sandra reviewed the changes that were outlined for review. Motion by Brenda to approve the second reading of the amendment to the By-Laws. Second by Anna and all approved. This is now adopted into the By-Laws.

**Open Records Policy** - Motion by Alex to re-approve the Open Records policy. Second by Brenda and all approved.

### Old Business

- **Bookmobile** - The quote for the bookmobile was approved at the special meeting. We have a quote from a contractor to retrofit the interior of the vehicle for installation of shelving, etc. Motion by Alex that we approve payment in full to Paul Miller Ford and accept the quote from Dale Stevens for the interior work and that we set up a separate non-interest bearing account for the bookmobile grant. Second by Brenda and all approved.
- **Internet Agreement with Augusta** - The fiscal court approved and it will be sent to Augusta City Council for approval. Then the board will send for approval at the state level.
- **Audit for Fiscal Year 2020-21** - Still not complete.
- **Summer Reading** - It was a huge success with an average of 100 participants who completed almost 30,000 minutes of reading.

## **New Business**

- **Additional Cleaning for the Library** - With the summer food program being at the library and other activities Christian discussed the need for additional cleaning at the library. Board discussed developing a checklist to clarify what duties should be done weekly, monthly, etc. I didn't have any motion on this ?????

**Other Business** - none

## **Director's Report**

Christian provided a lengthy written report for the board to review. The main points of that report:

- ❖ Summer Reading and Summer Food programs have kept the library and staff busy; making for a successful June.
- ❖ Circulation numbers continue to increase
- ❖ Christian reported on the ALA conference in Washington and the books he was able to get through the surplus book program. He estimated that he got \$1,000 worth of books.
- ❖ Library is still planning on new library cards for patrons
- ❖ Conversion for the new circulation software has begun

**Regional Consultant** - no regional consultant.

## **Adjournment**

Having no other business Alex made a motion to adjourn at 6:40 p.m. Second by Brenda and all approved.

Respectfully submitted,

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Secretary, Anna Cummins

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President, Sandra Wood