

# Bracken County Public Library Board

Board of Trustees Meeting Minutes  
August 2, 2021

The regular meeting of the Bracken County Public Library Board was called to order at 4:50 p.m. on August 2, 2021 by President Sandra Wood.

## **Roll Call - Present**

Board members: Sandra Wood, Ava Grigson, 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 July 5, 2021 board meeting. Motion by Ava to approve the minutes as written. Second by Brenda and all approved.

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

## **Business**

### **Policy Review**

**Procurement Policy** - Motion by Brenda to re-approve the Procurement policy with the change of less than \$30,000, instead of \$20,000, for purchases of products and services without newspaper advertisement. Second by Ava and all approved.

**Surplus Policy** - Motion by Ava to approve the Surplus policy. Second by Sandra and all approved.

### **Old Business**

**Audit** - The audit is in process and we will have a called meeting to approve.

### **Updates to the Library**

- Computers & Media Shelving - Update on the computer workstation/tables is being changed, but privacy dividers will be kept.
- Children's area - The design from Collective Spaces has been presented to the staff. KPC Architectural will present their design Aug 5th.

**Circulation Software change** - SIRIS Dynix contract payment is due Oct in the amount of \$15,000.00 The library would like to change before then due to improper service and conflicting information, but transition may not be able to be completed before then.

### **New Business**

- **Annual Report** - may be ready by September meeting.
- **Tax Rates** - Last year's rate was 9.2 per \$100 of assessed property value. KDLA rates suggested for this year were 9.6 for real property and 11.5 for personal property. Motion by Sandra to present tax rate of 9.4 to fiscal court. Second by Ava and all approved. Motion by Sandra to amend to present tax rate of 9.4 for real property, 9.4 for personal property and vehicle rate of 5.0. Second by Brenda and all approved.

### **Director's Report**

The process of cleaning the basement will begin in August. Bid announcements for surplus items will be advertised in the Bracken County News. Carpet cleaning has been completed and new carpet is being considered. The contract with TNT cabling was signed and work has begun. The summer reading program was successful! A discussion was held on doing an annual audit, even though it is not required, but no action was taken.

### **Regional Consultant**

- No regional consultant report.
- Reviewed the KDLA Trustee Tip on the changes to open records.

### **Adjournment**

Having no other business Ava made a motion to adjourn at 6:20 p.m. Second by Brenda and all approved.

Respectfully submitted,

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Secretary, Anna Cummins

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President, Sandra Wood