

Bracken County Public Library Board

Board of Trustees Meeting Minutes
August 1, 2022

The regular meeting of the Bracken County Public Library Board was called to order at 4:45 p.m. on August 1, 2022 by President Sandra Wood..

Roll Call - Present Board members: Sandra Wood, Anna Cummins, Jennifer Ramsey Jones 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 1, 2022 special board meeting (due to the holiday). Motion by Brenda to accept the minutes to approve as corrected. Second by Jennifer and all approved.

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

Business

Policy Review

Procurement Policy - Motion by Brenda to re-approve the Procurement policy. It was noted that the amount has been raised to \$30,000 for purchases per KRS 424.260 and for board members to make corrections on their policies. Second by Anna and all approved

Surplus Policy - Motion by Anna to re-approve the Surplus policy. Second by Brenda and all approved.

Old Business

- **Bookmobile** - everything is in progress and we are waiting for approval.
- **Internet Agreement with Augusta** - The agreement has been signed by all entities and sent to the state for approval.
- **Audit for the 2020-21 fiscal year** - The only errors noted have been corrected after the last audit, but were not reflected in this one due to the timing of the audits. Motion by Brenda to approve the audit performed by Bramel & Ackley for the fiscal year 2020-21. Second by Jennifer and all approved. The director noted that we will have to complete another audit for this year. The board discussed using the same auditor and will make a decision in a future meeting.
- **Additional Cleaning for the library** - The additional cleaning has been worthwhile with the additional traffic during the summer. The board reviewed the checklist that was in place when the current director was hired and had a discussion of using this as a basis for creating a contract with specific duties/tasks for the person contracted. This will make it clear what

services are to be completed and when. Christian will present this information at a future board meeting.

New Business

- **Annual Report** - Christian provided the board with the annual report for the library and stated that he expects even greater increases in programming numbers next year. The addition of a bookmobile will also impact the number of patrons served. The information from the annual report is used when information is presented to the fiscal court to show the value of the services and resources that are available. Motion by Anna to approve the 2022 annual report. Second by Brenda and all approved.
- **Tax Rate** - The rate of 9.2 remains the tax rate for real/personal property and 5.0 for motor vehicles. These rates have not changed for over 7 years. Motion by Brenda to approve the compensating rate for the coming year. Second by Jennifer and all approved.
- **Evaluations** - The last formal evaluation for the director was completed 2 years ago. Board members will fill out evaluations and Sandra will compile the results and present them to the director.

Other Business - Ring Central - This service is not working out. The director is exploring other avenues for Internet/Phone providers.

Director's Report

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

- ❖ Christian noted that we will need to adjust next month's meeting date due to Labor Day.
- ❖ New patrons continue to be added and circulation numbers reflect the increases.
- ❖ Jenny and Krista will attend the ARSL conference in September.
- ❖ Story time has returned on Tuesdays and after school programming will begin when school resumes.
- ❖ Christian was contacted to be on the DPI library committee.

Regional Consultant - no regional consultant.

Adjournment

Having no other business Brenda made a motion to adjourn at 6:25 p.m. Second by Jennifer and all approved.

Respectfully submitted,

Secretary, Anna Cummins

President, Sandra Wood