

**Bracken County Public Library
Board of Trustees Meeting Minutes
January 9, 2017**

Members present: Lila Brindley, Brenda Cooper, Anna Cummins, Ava Grigson, Monte Schellenberger, Sandra Wood
Library Director: Christian Shroll
Regional Librarian: Lucinda Chandler - absent
Attorney Cynthia Thompson
Guest: Mandy Flynn, Only Libraries Ltd.

Call to Order: Sandra called the meeting to order at 4:31 p.m.

Minutes: The Board reviewed the Minutes of December 13, 2016. Two typos were noted and Monte will correct them. Anna made a motion to approve the Minutes with corrections. Lila seconded the motion and all approved.

Treasurer's Report: The Board reviewed the Treasurer's Report. Anna made a motion to approve the Treasurer's Report as written. Monte seconded the motion and all approved. The Board discussed the categories of Maintenance Account and Special Maintenance Account. Should these categories be combined or kept separate? The Special Maintenance Account was created from left-over money from some computer work. The Board discussed combining the Donation Account also, but decided to keep that account separate. Brenda made a motion to combine the Maintenance Account and Special Maintenance Account into one account, and name it Capital Improvements. Anna seconded the motion and all approved.

Only Libraries Ltd.: Mandy Flynn presented information to the Board, regarding the proposed remodel to the teen library area.

Director's Report: Christian noted that he had found a brand new fax machine in the maintenance room. He replaced the old fax machine with the new one and stored the old one as a back-up. Also, the old vacuum sweeper needed to be replaced. Christian will work with Johnny to maintain the sweeper and keep it working properly. Regarding social networking, the Library is utilizing Facebook. Christian is also attending local sports events and other local opportunities to raise the visibility of the library in the community. During the recent snow, the library was kept open and patrons were very appreciative. He is noticing more new people coming into the library and also people who haven't come in for a long time. It is noted that we need to develop an inclement weather policy.

Business:

- Policy Review: Bracken County Public Library Bylaws Policy: The Board reviewed the Policy. Brenda made a motion to approve the Policy as written. Monte seconded the motion and all approved.
- Holiday Closings: The Board has voted to leave this to the Director's discretion. Christian is working on developing a policy.
- Policies Old and New: Christian is working on reviewing policies and adapting them to the

Bracken County Public Library's needs. The discussion is tabled until the February meeting.

- Pearson and Peters Architects: Christian will be meeting with them tomorrow. The geological survey went well and we will be able to construct a basement. Pearson and Peters have worked with Mason and Pendleton County libraries. They will charge \$5400 for a feasibility study for the expansion project. Anna made a motion to pay \$5400 for the study. Brenda seconded the motion and all approved.
- Nominating Committee for Officers: Sandra chose Brenda, Anna and herself to develop and present a slate of nominees for Vice President and Secretary at the February meeting. These officers will be elected at the February meeting.

Regional Librarian's Report - Lucinda did not attend the meeting, but she sent the monthly report and trustee tip, which the Board reviewed.

Christian mentioned that he is looking into funding for satellite internet. It would be valuable for Kim on the bookmobile. She could do check-in/out while visiting locations on the route. Eventually, Christian would like to develop a special collection for the bookmobile and expand the service to include schools, daycares, and stops in outlying parts of the county, especially in summer.

Brenda made a motion to adjourn the meeting at 6:03 p.m. Monte seconded the motion and all approved.

Respectfully submitted,

Secretary, Monte Schellenberger

President, Sandra Wood