**Bracken County Public Library Board**

Board of Trustees Meeting Minutes

January 3, 2022

The regular meeting of the Bracken County Public Library Board was called to order at 4:30 p.m. on January 3, 2022 by President Sandra Wood.

**Roll Call - Present**

Board members: Sandra Wood, Alex Hyrcza, Anna Cummins and Brenda Cooper. Visitor - Cindy Hopping. Library Director: Christian Shroll and Library Attorney: Cynthia Thompson.

**Public Comment -** no public comment.

**Minutes:** The board reviewed the minutes of the December 6, 2021 board meeting. Motion by Brenda to approve the minutes as written. Second by Anna and all approved.

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

**Business**

**Policy Review**

**Bylaws for the Board of Trustees -** Motion by Brenda to re-approve the Bylaws for the board of trustees. Second by Anna and all approved**.**

**Ethics Policy -** Motion by Anna to re-approve the Ethics policy, with a correction of the Acknowledgement Statement on page to state Bracken County Public Library. Second by Brenda and all approved.

**Old Business
Updates to the Library**

* The new computer tables are installed and look very nice. The children’s room is in full remodel mode. The flooring is down and some cosmetic work is being done, the furniture is on its way.
* VOIP system for telephone - The library is going to use this mode of communication instead of standard phone service. There are many advantages to the VOIP - such as recorded messages for things like hours, etc., voicemail for staff, and other features. RingCentral will most likely be the company that is chosen and it will save the library approximately $100 a month.
* Brenda presented the board with the collateral agreement from the bank that assures the board that amounts over the $250,000 FDIC will be guaranteed and available.

**New Business**

* **Election of Officers -** The following persons were nominated for the office listed. Sandra Wood - President Nominated by Anna, second by Brenda and all approved. Ava Grigson - Vice President Nominated by Brenda, second by Alex and all approved. Brenda Cooper - Treasurer Nominated by Anna, second by Alex and all approved. Anna Cummins - Secretary Nominated by Brenda, second by Sandra and all approved.
* **Surplus Items -** There are a few more items that we will be adding to the surplus item list. There are some very heavy tables and shelving. Bourbon County will probably take the surplus shelving.
* **Staffing Issues -** Regina is moving at the end of the school year. Christian discussed his plans to move a current employee to a salaried position and then have two part-time employees. Discussion of increasing the pay for part-time to get a better quality candidate. Current pay is minimum wage and with the current employment environment, a person could make more working at other businesses. Also to be considered is the level of responsibility a library employee has with personal information and public interaction. There was also a discussion of developing a pay scale for library positions.

Motion by Anna to increase the hourly rate for new hires of the library to $8.50. Second by Alex and all approved.

* **Library Things to Check Out -** Christian presented the board with the new trend for libraries to check out things other than the usual books, videos, and games. Libraries are beginning to offer a variety of things to check out to patrons that they need for the short term such as art or tools, just to name a few. Christian is going to explore the possibility of more things like this and stated that we have the storage space in the basement, etc. Everyone agreed that this is an interesting concept.

**Director’s Report**

Christian reported that many patrons have returned, but the numbers are still lower than pre-pandemic. Christian provided a director’s report for each board member to review.

**Regional Consultant**

No regional consultant report.

**Adjournment**

Having no other business Anna made a motion to adjourn at 6:15 p.m. Second by Alex and all approved.

Respectfully submitted,

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Secretary, Anna Cummins President, Sandra Wood

**Bracken County Public Library Board**

Board of Trustees Meeting Minutes

January 14, 2022

A special meeting of the Bracken County Public Library Board was called to order at 4:42 p.m. on January 14, 2022 by President Sandra Wood.

**Roll Call - Present**

Board members: Sandra Wood, Anna Cummins and Brenda Cooper. Library Director: Christian Shroll

**Business**

**Creation of a special account** - Motion by Anna that we establish a special account for the continuing education grant and establish the same signers as the regular bank account for writing checks. Second by Brenda and all approved.

**Surplus Items** - Motion by Brenda to allow Christian to add the listed four items to the current surplus list. Second by Anna and all approved.

Surplus Items:

1. 1 set of upper and lower cabinets
2. 12 maroon sled-style chairs
3. 6 blue sled-style chairs
4. 6 boxes of old style carpet tiles

**Adjournment**

Having no other business Brenda made a motion to adjourn at 4:50 p.m. Second by Anna and all approved.

Respectfully submitted,

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Secretary, Anna Cummins President, Sandra Wood