

Bracken County Public Library Board

Board of Trustees Meeting Minutes

October 9, 2017

The regular meeting of the Bracken County Public Library Board was called to order at 4:40 p.m. on October 9, 2017 by President Sandra Wood.

Present

Board members: Ava Grigson, Brenda Cooper, Sandra Wood, and Anna Cummins.

Library Director: Christian Shroll, and Library Attorney: Cynthia Thompson

Minutes: The board reviewed the minutes of the September 11, 2017 meeting. Brenda made a motion to approve the minutes as corrected. Second by Ava and all approved.

Treasurer's Report: The board reviewed the Treasurer's report of disbursements and expenditures. Brenda made a motion to approve the Treasurer's report as written. Second by Anna and all approved.

Director's Report: Christian reported that KLA/KSMA was interesting and informational. He attended a session on Fake News and it is reported that many people get their "news" from social media now and not from reading newspapers. The teen area has brought in more young patrons with most of them appreciating the new furniture and space the area provides. Library will be promoting "Drop Your Drawers", a campaign to collect underwear for the area schools and using the popular character Captain Underpants for promotion. The goal is to collect 200 pairs of underwear for Bracken County Schools and Augusta Independent. The library will be doing an activity each Wednesday during the month of October instead of one big Halloween event. Approximately 50 people attended the first activity, so the new addition will be an asset for these large groups when it is finished. Bracken County High School has requested that all students be given a library card to enable them access to BCPL resources and the staff is working on completing this task.

Regional Consultant Report: No regional Consultant report – and Christian reported that it might be a few months before a new consultant is in place. There have been a variety of job changes in KDL recently. We reviewed the trustee tip - Building the Library's Online Presence. There was a discussion about the restart of the KDL courier service and it was noted that we have this available to patrons now.

Business

- Policy Review – Conflict of Interest – there was no addition or deletions to the policy and a motion was made by Brenda to approve the Conflict of Interest policy as written. Second by Ava and all approved.

Old Business

- Discussion of the Architect contract and the proposal for services. Cynthia explained that the proposal for services by Pearson and Peters Architect, PLC for design services is exempt from the advertisement for bids requirement of KRS 424.260 under the exception for contractual services by professionals under KRS 424.260(1). Additionally, the proposal for services by Pearson and Peters Architect, PLC for the construction management services is also exempt from the advertisement for bids requirement of KRS 424.260(2) as the proposed fee for such services is \$6,000.00, and is less than the threshold amount of \$20,000.00 which would require advertisement for bids under KRS 424.260(1). The main contract has been sent back to KDL for review and the BCPL board will review at another meeting.
- Discussion of reviewing and restructuring the policies of the BCPL to consider developing new policies that might be needed to address instances of jury duty, bereavement, etc. We have all the essential policies as directed by KDL. It was decided that we will keep the current policies that are in place and Christian will present 1 new additional policy at each meeting as needed.
- Surplus Property – Discussion of the list presented as surplus property. These are items that are not being used, broken, or outdated and deemed surplus. Anna made a motion to surplus the items listed for the reasons noted on the list. Second by Brenda and all approved.

New Business

- Systems Upgrade –the old network used by the library was not working and so a new one was installed. The equipment and installation was covered by E-rate federal funding dollars allowing the library to get a \$5,000.00 discount. The new system includes a Public and Private network, new cabling, a firewall, battery backup. This new system makes us compliant with CIPA and it is working very efficiently.
- Window replacement - Two windows in the Children's wing have substantial water damage and need to be replaced. Gary Hicks estimated the repair cost at \$200.00 per sash. Brenda made a motion to replace the two damaged windows in the Children's wing. Second by Ava and all approved.

Other Business

- At the next meeting we will need to create a nominating committee for the upcoming officers. New officers are elected in even years.

Adjournment

Having no further business Brenda made a motion to adjourn at 6:05 p.m. Seconded by Anna and all approved. The next general meeting will be at 4:30 on November 13, 2017 in the library boardroom.

Respectfully submitted,

Secretary, Anna Cummins

President, Sandra Wood