

## SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

**March 10th, 2015**

The regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:03 pm by President Michael Tackett. Members present included Alonzo Allen, and Duane Mills. Also attending were Barbara O'Hara, Director; Bruce Lankford, Attorney; and Mandy Brooks, Recording Secretary. Absent from the meeting were Susan Smith and Dan Miller.

**Public Comments:** No public comments.

**MOTION** by Alonzo Allen to approve the regular monthly meeting minutes. Second by Duane Mills. Motion carried.

**MOTION** by Alonzo Allen to approve the Treasurers report. Second by Duane Mills. Motion carried.

**Review of Director/Board Member Expenses:** No expenses reported.

**MOTION** by Duane Mills to approve the voucher. Second by Alonzo Allen. Motion carried.

**Friends:** Barbara explained that the Friends are getting ready for a large book sale in April on the 11<sup>th</sup> and 12<sup>th</sup>. The Library is getting a lot of items for them to sale using weeded books. So far, the Friends have 10 members who are volunteering.

**Circulation Report:** Barbara reported that the door count is up and circulation is down.

**Building Maintenance/Security Report:** Pratt's did do some damage to the parking lot during snow removal, but they will be fixing those issues.

**Unfinished Business:** The Board did a final review of the Bookmobile Circulation Policy and continued to review the Library Vehicle Operations Policy.

**MOTION** by Duane Mills to approve the final revision to the Bookmobile Circulation Policy. Second by Alonzo Allen. Motion carried.

Duane had some suggestions on how to word the Library Vehicle Operations Policy. He thought the Trustee's should be included in this policy. He will make his suggested changes and present them at the next Board Meeting for review.

**New Business:** The Board reviewed the upcoming budget calculations with Barbara. Focused on salaries and increasing budget lines due to the additional space that will be added to the building. Barbara will be presenting again next month.

Barbara updated the Board on the Construction Committee's meeting with Morel and Brandstetter Carroll. She discussed the mold issue and the Board agreed to have a professional come in and assess the mold situation.

**MOTION** by Duane Mills to set aside \$1,000.00 for the evaluation of the mold problem. Second by Alonzo Allen. Motion carried.

During the Construction meeting, Dan Miller asked Brandstetter Carroll to evaluate the cost of a full building generator. Brandstetter Carroll will get numbers back to him. Barbara asked about the fireplace possibility and will get back with the Board once she finds out the logistics and cost.

**Director's Report:** Barbara asked the Board if it would be feasible to postpone going out to bid for insurance until next year. The Board worries about the legality of that and decided to go out to bid as scheduled.

Barbara announced that Maria Church, Brittney Hoffman, and Mike Renfo are new hires at the Library. Maria is the new part time Library Assistant, Spanish Services and Brittney is the new part time Technology

Assistant. Both ladies start on the 16<sup>th</sup>. Mike Renfro is the new full time custodian who replaced Marcum after he passed.

**Regional Librarian's Report:** Heather was not present. Michael did pass out reference to the KRS issues raised at the last meeting and attached Heather's response email.

Michael thanked everyone for attending.

**MOTION** by Alonzo Allen to adjourn. Second by Duane Mills. Motion carried.

Meeting adjourned at 6:30pm.

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Dan Miller, Secretary

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Mandy Brooks, Recording Secretary

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Date

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Date