

SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

December 12, 2017

The regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:04 pm by President, Dan Miller. Members present included Becky Nelson and Ken Wright. Jennifer Baldwin Phillips was absent. Also attending were Patti Burnside, Interim Director; and Mandy Brooks, Recording Secretary.

Public Comments: None

Friends: Patti reported that the Friends were part of the Polar Express event in Sadieville and they are also helping Roseann prepare for the Gingerbread event by preparing Gingerbread houses for decoration. The regular monthly Friends meeting is tomorrow.

Regional Librarian's Report: Patti referred everyone to the event calendar provided by KDLA.

Interim Director's Report: Patti covered items from her Interim Director's report.

MOTION by Ken Wright to approve a status change form for employee status changes. Second by Becky Nelson. Motion carried.

MOTION by Becky Nelson to approve the regular monthly board meeting minutes. Second by Ken Wright. Motion carried.

MOTION by Becky Nelson to approve the Treasurer's report. Second by Ken Wright. Motion carried.

Review of Director/Board Member Expenses: None.

MOTION by Ken Wright to approve the voucher. Second by Becky Nelson. Motion carried.

Circulation Report: Patti reported that Outreach stats are up.

Old Business: The Board discussed the need to fill Rodney's seat on the board. They are waiting on some follow up from a few interested parties and will post an application on the Library's website and Facebook account for interested candidates. Recommendations will be voted on at the next meeting.

MOTION by Dan Miller to accept the trustee application and to post the trustee opening on the Library's website and Facebook account. Second by Ken Wright. Motion carried.

New Business: The Board reviewed several policies and the Assistant Director's job description.

MOTION by Ken Wright to approve the Volunteer Program policy with changes. Second by Becky Nelson. Motion carried.

MOTION by Ken Wright to approve the ILL Borrowing and Lending policy with changes. Second by Becky Nelson. Motion carried.

MOTION by Becky Nelson to approve the Public Relations policy with changes. Second by Ken Wright. Motion carried.

The Board requested that the Posting of Non-Library Materials and Display of Community Information policies be brought back to the next meeting with changes.

MOTION by Ken Wright to approve the Open Meeting policy with changes. Second by Becky Nelson. Motion carried.

MOTION by Becky Nelson to approve the Discounted Purchases policy with changes. Second by Ken Wright. Motion carried.

MOTION by Becky Nelson to approve the Assistant Director job description with changes. Second by Ken Wright. Motion carried.

Dan made the Board members aware of the change in the KRS retirement rates for the 2018-2019 fiscal year. Dan wants the Board to be aware of the impact this increase has on budgeting, future full time hires, and the impact this could have on possible expansions and tax rates.

Meeting adjourned at 7:00 pm.

Becky Nelson, Secretary

Mandy Brooks, Recording Secretary

Date

Date