**Bracken County Public Library Board**

Board of Trustees Meeting Minutes

March 2, 2020

The regular meeting of the Bracken County Public Library Board was called to order at 4:42 p.m. on March 2, 2020 by President Sandra Wood.

## Roll Call - Present

Board members: Ava Grigson, Anna Cummins, Brenda Cooper. Library Director: Christian Shroll and Library Attorney: Cynthia Thompson.

**Public Comment -** no public comment.

**Minutes:** The board reviewed the minutes of the February 3, 2020 meeting. Motion by Brenda to approve the minutes as written. Second by Ava and all approved.

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

**Business**

  **Policy Review**

 **Bracken County Public Library Public Comment Policy**  Motion made by Anna to approve the first reading of the BCPL Public Comment policy. Second by Brenda and all approved.

 **Bracken County Public Library Dangerous Weapon Policy** Motion made by Ava to approve the first reading of the BCPL Dangerous Weapons policy. Second by Brenda and all approved.

 **Old Business**

* **Policies and Procedures**
	+ **Fixed Asset Policy -** Motion by Brenda to approve the first reading of the BCPL Fixed Asset Policy, with the flexibility to change the depreciation schedule to align with the auditor’s schedule. Second by Ava and all approved.
	+ **Circulation and Material Selection Policy** - Christian presented several sample policies for the board to review and act on at the next meeting.

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* **Audit Process**

The auditor has plans to present information at our next meeting.

* **Lighting Replacement -** Christian has received a bid from one vendor for $7,250.00 to rewire existing fixtures for LED lighting. Motion by Brenda that we accept the bid from Nathan Cooper for $7250.00 to rewire lights to accept LED lighting. Second by Ava and all approved.
* **Circulation Desk** - Christian has a meeting scheduled with a design consultant to look at our existing setup and help with the selection of a new circulation desk. He has also consulted the staff and other libraries for suggestions on essentials for meeting patron’s needs. He will report back at the next meeting on what options are available.

**New Business**

 **Summer Reading -** Plans for summer reading programming have begun. They will be having a Harry Potter themed program.

 **Director’s Report**

* Christian reported that the Public Library Association meeting in Nashville was very informative and not without interesting experiences. He gained lots of good information and contacts and will be preparing a more in depth report to share with the board, staff and other librarians.
* The library will be hosting an exhibit in the summer of 2021 from the Ky Science Center. This will be a hands on, interactive, STEM exhibit that will include many activities.
* Christian continues to evaluate the many subscription services that the library has in place, i.e. Jr. Library Guild, Playaways, etc. to assess their usage and patron opinion. After consideration he feels the library would be better served building its own collection instead of getting predetermined selections that do not circulate. Everyone was in agreement that the director knows what the patrons are using and should use his discretion in continuing or discontinuing any subscription services.
* Christian reported on circulation statistics and the changes in several categories. DVD circulation and Hoopla use has decreased and he feels this is due to the increase in public availability of digital content available now and the actual moving of a few families.

**Regional Consultant**

* The board reviewed the monthly KDLA report.

**Adjournment**

Having no other business Anna made a motion to adjourn at 5:50 p.m. Second by Brenda and all approved.

Respectfully submitted,

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 Secretary, Anna Cummins President, Sandra Wood