**Bracken County Public Library Board**

Board of Trustees Meeting Minutes

August 3, 2020

The regular meeting of the Bracken County Public Library Board was called to order at 4:30 p.m. on August 3, 2020 by President Sandra Wood.

## Roll Call - Present

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

Library Director: Christian Shroll,

Library Attorney: Cynthia Thompson

Guests/Public: Angela Taylor of Taylor Career Solutions and Joetta King

**Public Comment -** no public comment.

**Minutes:** The board reviewed the minutes of the July 6, 2020 regular meeting. Motion by Aaron to approve the minutes as written. Second by Ava and all approved.

**Treasurer’s Report:** Christian explained the discrepancy in the large difference in the balance between last month and the current month is due to the journal entry corrections from the audits for Fiscal Years 2017-18 and 2018-19 which were completed and approved early this year. A copy of the Journal entry corrections will be maintained with the financial statements. Motion made by Ava to approve the Treasurer’s report as written and filed for audit. Second by Aaron and all approved.

**Business**

**Policy Review**

**Procurement Policy**  Motion to reapprove the procurement policy and replace the word Twenty with Thirty to reflect the change in regulations made since the last review of this policy. Motion made by Anna to re-approve the Procurement policy with changes. Second by Aaron and all approved.

**Old Business**

* **E-Rate**

There are a few things with the network still left to do. Windstream needs to install the fiber and then everything is ready to go.

* **Surplus**

Since there may be other items that need to be included after working on the strategic plan, we will make a decision on surplused items at a later date.

* **2nd reading - Material Selection Policy**

The second reading of the material selection policy with the request for reconsideration form included was reviewed. Motion to approve the material selection policy made by Ava. Second by Aaron and all approved.

* **2nd reading - Circulation Policy**

Motion to approve the circulation policy with no corrections made by Anna.

Second by Aaron and all approved.

* **Strategic Planning Process**. Angela Taylor presented information from the meeting she had with staff. Several topics were discussed and ideas from the staff for improving the library were presented. The board discussed long range goals and ways to get input from the community. A survey will be developed and board members will assist in getting a variety of community organizations involved to get residents to complete the survey. The survey will be open for 30 days beginning October 1 for responses. The survey will be available in both digital and print and completed by November 1.

**New Business**

There was no new business.

**Director’s Report**

* Christian is working on the annual report. The library is considering some additional digital resources for patrons including, “Universal Class”. This is a library of digital classes, offering courses on a variety of topics ranging from basic education to hobby related topics. There is a large database of courses available and geared for elementary age and teens as well as adult learners.

**Regional Consultant**

* The board reviewed the monthly KDLA report.

**Adjournment**

Having no other business Anna made a motion to adjourn at 6:00 p.m. Second by Ava and all approved.

Respectfully submitted,

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Secretary, Anna Cummins President, Sandra Wood