**Bracken County Public Library Board**

Board of Trustees Meeting Minutes

December 6, 2021

The regular meeting of the Bracken County Public Library Board was called to order at 4:34 p.m. on December 6, 2021 by President Sandra Wood.

## Roll Call - Present

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

**Public Comment -** no public comment.

**Minutes:** The board reviewed the minutes of the November 1, 2021 board meeting. Motion by Ava to approve the minutes as written. Second by Brenda and all approved.

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

**Business**

**Policy Review**

**Customer Behavior Policy -** Motion by Ava to re-approve the Customer Behavior policy Second by Brenda and all approved**.**

**Dangerous Weapons Policy -**  Motion by Ava to re-approve the Dangerous Weapons policy. Second by Brenda and all approved.

**Old Business**

**Updates to the Library**

* The library will be closing around the end of the year for about a week for remodeling of the children’s wing. The cost for the new flooring is between $9,000 and $10,000 for the flooring and Christian will contact Mathis for flooring for a formal quote.
* The part-time employee ad will be placed again.
* Discussion about a new vehicle for a book mobile by the board.

**New Business**

* **Water heater and other potential repairs -** the library needs a new water heater and the board discussed replacing the water heater. Besides the water heater some other possible major expenses in the coming year might be : children’s wing HVAC, appliances in the meeting room, entry/emergency doors, and other plumbing fixtures/repairs. The building is 25+ years old and maintenance is a constant expense.
* **Beginning the wall/completing the MakerSpace -**  board discussed building half a wall with glass at the top to allow people to view the equipment in the new makerspace area. The staff is looking at options for the area as well.
* **Narcan and other measures -** Christian suggested that the library could have Narcan available for use. The staff would need to be trained.
* **VOIP system -**Christian is investigating this option for telephone service and it would be a savings for the library. Current charges for phone service through Windstream is $300 and VOIP would be about $150 a month. It would also have additional benefits such as : caller id, unlimited long distance, the ability to have a recorded message to give patrons library hours, etc.

**Director’s Report**

Christian reported that patron traffic is still up and down with no set pattern, but patrons who are utilizing the free digital resources seem to be getting a lot of free advertisement through word of mouth with patrons. Circulation statistics continue to show increases over last year. Director and staff are planning for upcoming conferences; attending the KPLA in March and ALA in June. Programming at the library continues to pick up and the first adult program was well attended. Staff continues to bring programming to the after-school programs at Taylor and BCMS.

**Regional Consultant**

* No regional consultant report.

**Adjournment**

Having no other business Brenda made a motion to adjourn at 6:01 p.m. Second by Anna and all approved.

Respectfully submitted,

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Secretary, Anna Cummins President, Sandra Wood