**Bracken County Public Library Board**

Board of Trustees Meeting Minutes

# July 9, 2018

The regular meeting of the Bracken County Public Library Board was called to order at 4:37 p.m. on July 9, 2018 by President Sandra Wood.

## Present

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

**Minutes:** The board reviewed the minutes of the June 4, 2018 meeting. Brenda made a motion to approve the minutes. Second by Ava and all approved.

 The board reviewed the minutes of the June 26, 2018 special meeting. Brenda made a motion to amend the minutes by adding the words “First National Bank” to the motion that authorizes the Director and current board members access to the lock box. Second by Ava and all approved.

**Treasurer’s Report:** The board reviewed the Treasurer’s report of disbursements and expenditures. Christian explained that the figures show a $139,000.00 deficit from last physical year but noted that this is caused by a delay by the state. He said that payments are being processed now and should be made soon. Ava made a motion to approve the Treasurer’s report as written and file for audit. Second by Anna and all approved.

**Business**

* Policy Review – Open Records Policy – Brenda made a motion to accept the Open Records Policy. Second by Ava and all approved.

 Old Business

* Construction Update – There was a hold up with HBC at state. HBC needs to approve trusses, but HBC gave go ahead after clarifying design of staff stairwell to basement. The contractor, Trace Creek, has also had difficulty with the HVAC company they chose. The HVAC company is not responding when contacted. There is some equipment on site and they should begin mid-July.

 New Business

* Christian reported that of the 4 AWE learning center kids computers we have, two do not work very well and the other two work, but all 4 need updated. Anna made a motion giving Christian the authority to research other types of devices and to replace the current AWE computers.
* We are now members of Staples Business Advantage solutions. The membership is $300.00 and refundable if you do not realize a savings of $300.00 during the year. The library director will still support local businesses with the items available, but Staples is very competitive on commercial grade office and janitorial supplies.

 Other Business

* Discussion of “future” bookmobile and Christian’s vision for what that would look like. Library staff would have a vehicle that allowed for a variety of books that could be circulated from the vehicle on site.

 Director’s Report

* Christian reported that he has been busy with the annual report, construction process, the summer reading program and other programs and projects that the library has going on as outlined in the Director’s report document submitted to the board. An article featuring our construction was published in the newspaper, with other articles to follow as the construction process continues.

 Regional Consultant

* No regional consultant present, but the board discussed this month’s Trustee Tip – Setting the Library’s Tax Rate and the monthly KDLA report.

**Adjournment**

Having no other business Anna made a motion to adjourn at 5:35 p.m. Second by Ava and all approved.

Respectfully submitted,

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Secretary, Anna Cummins President, Sandra Wood