**Bracken County Public Library Board**

# Board of Trustees Meeting Minutes

# January 8, 2018

The regular meeting of the Bracken County Public Library Board was called to order at 4:35 p.m. on January 8, 2018 by President Sandra Wood.

## Present

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

**Minutes:** The board reviewed the minutes of the December 11, 2017 meeting. Aaron made a motion to approve the minutes as corrected. Second by Brenda and all approved.

**Treasurer’s Report:** The board reviewed the Treasurer’s report of disbursements and expenditures. Anna made a motion to approve the Treasurer’s report as written. Second by Aaron and all approved.

**Director’s Report:** Christian reported that when school is out of session the number of patrons naturally decrease, but the library is still having consistent traffic. Programing during the holidays presents a scheduling dilemma with so many activities planned for families. The staff will look at moving programming next year to improve attendance. Christian is working on monthly reports, the KDL library standards and he is also continuing to evaluate, weed, straighten assess the non-fiction area of the library.

**Regional Consultant Report:**  No regional Consultant report.

**Business**

* Policy Review

 **BCPL Bylaws** – The BCPL Bylaws were adopted in 2012 and are reviewed each January. Brenda made a motion to reaccept the BCPL Bylaws. Second by Aaron and all approved.

 **Tobacco Use Policy** – Aaron made a motion to accept the Tobacco Use Policy. Second by Brenda and all approved.

 **Information Security Policy** – Brenda made a motion to accept the Information Security Policy. Second by Anna and all approved.

 Old Business

* Construction Process update - Board had a discussion of possible projects to add to the construction process. Brenda made a motion to add in an ADA compliant automatic door opener, new light fixtures, new tile for the bathrooms and meeting room floor and repainting. Aaron second and all approved.

 New Business

* KDLA Standards – Board looked each standard and discussed where our library ranks with each standard. Standards are classified as Essential, Enhanced, and Exemplary. We noted several standards where the library is working toward the Enhanced status.

**Adjournment**

Having no other business Brenda made a motion to adjourn at 6:15 p.m. Second by Aaron and all approved. The next general meeting will be at 4:30 on February 12, 2018 in the library boardroom.

Respectfully submitted,

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Secretary, Anna Cummins President, Sandra Wood