**Bracken County Public Library Board**

Board of Trustees Meeting Minutes

December 3, 2018

The regular meeting of the Bracken County Public Library Board was called to order at 4:35 p.m. on December 3, 2018 by President Sandra Wood.

## Present

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

**Minutes:** The board reviewed the minutes of the November 5, 2018 meeting. Brenda made a motion to approve the minutes. Second by Ava and all approved.

The board reviewed the minutes of the November 15, 2018 Special meeting. Aaron made a motion to approve the minutes. Second by Brenda and all approved.

**Treasurer’s Report:** Another check was received from the sheriff’s office for about $160,000.00 that is not annotated on the Treasurer’s report. The library is also still waiting on personal property and franchise, which is based on birthdates. Sandra presented a check from a defunct book club that was disbanded several years ago. Carolyn Taylor was the treasurer of the “Brooksville Book Club” and when the club was active they agreed to make a donation in memory of deceased book club members. Mrs. Anna Clayton was a member of the club and recently passed away. Along with Sandra, the other remaining member, Nauva Harding, agreed to close the account and donate the balance of $171.54 to the Bracken County Public Library, with a portion being noted to be in memory of Anna Clayton. Ava made a motion to approve the Treasurer’s report as written and file for audit. Second by Brenda and all approved.

**Business**

Old Business

* Construction Update – The yellow portion in the main library will be painted to be consistent with the patched/resurfaced areas and the new addition. Construction completion has been bumped back a few more days to February 10th, 2019. Bricks have been delivered, much of the materials have been delivered and are under roof. There will be 2-3 crews working from here on out.
* Bookkeeping – Last meeting Marsha Jones name was and she submitted a proposal of $575 a month. This is much more than we are currently paying. Tina Sticklen submitted a proposal for $250.00 last Friday. She would like to talk with Tracy Simmons, the current bookkeeper, and see the process she has followed. Christian contacted Tracy, and she agreed to get things together so she and Tina can meet to discuss the position and processes. Aaron made a motion to provisionally approve to hire Tina Sticklen as bookkeeper, pending her acceptance. Second by Brenda and all approved.
* Collective spaces – Discussion of different fabric styles (5 presented) for new furniture in the teen area. These were presented in pictures with the actual fabric pieces to be sent soon. Recommendations from contractors and library staff were noted. Selection of upholstery was tabled until later meeting.

New Business

* Outreach – Christian talked to Augusta Knoedler Library about helping them with a large print collection and they were excited and receptive to the idea. Also the possibility of donating an old computer to the library. Christian would help update and reboot these donated computers to utilize for patrons.
* Kid computers – Library has purchased tablets that are 32 Gig for children’s area.
* Stephanie Hamilton gave a donation to the library to be used in the Kids area. Staff is seeking a toy kitchen with the donation.
* Book Mobile idea is being discussed with Bracken County Schools. This would involve a surplus bus from the schools. To be considered a Book Mobile an onboard collection must be established.
* Surplus equipment – We have some shelving that could be declared as surplus, and there may be more as we move through the construction process. Brenda made a motion that the outdoor shed be declared as surplus. Second by Ava and all approved. Cynthia has prepared an advertisement and this ad must be placed in the paper for 7 days. Ad will be placed in the Bracken County News with bids to be opened publically. Aaron made a motion to approve the shed surplus advertisement with public opening on Wed. January 2nd at 12 pm. The ad will be published in the December 13th edition of Bracken County News. Second by Brenda and all approved.
* The library will be closed after December 26th for concrete work.

Planning for the Future – The current Strategic Plan is current through 2020. This is a long process and we need to begin and prepare for the implementation. Christian gave each person the 2015-2020 Strategic Plan to look over and begin working on.

**Director’s Report**

* Christian was asked to make a presentation to the “Born Learning” meeting hosted by the FYRSC and Preschool to let parents know what types of resources were available to parents and their young children. Anna Cummins also attended and helped Christian by showing some of the things he had brought to share such as games and books. The library has also purchased a Keurig for patrons. This is a much-appreciated addition.
* Hoopla stats are increasing with $321.38 spent in November.

**Regional Consultant** – No report

**Adjournment**

Having no other business Aaron made a motion to adjourn at 5:55 p.m. Second by Ava and all approved.

Respectfully submitted,

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Secretary, Anna Cummins President, Sandra Wood

By Aaron Linville