**Bracken County Public Library Board**

Board of Trustees Meeting Minutes

# May 14, 2018

The regular meeting of the Bracken County Public Library Board was called to order at 4:35 p.m. on May 14, 2018 by President Sandra Wood.

## Present

Board members: Sandra Wood, Ava Grigson, Anna Cummins and Brenda Cooper. Library Director: Christian Shroll, Library Attorney: Cynthia Thompson, Jeff Pearson and KDL Regional Consultant Chris Bischoff.

**Minutes:** The board reviewed the minutes of the April 9, 2018 meeting. Brenda made a motion to approve the minutes. Second by Ava and all approved.

**Treasurer’s Report:** The board reviewed the Treasurer’s report of disbursements and expenditures. 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 – Whistle Blower Policy – Brenda made a motion to accept the Whistle Blower Policy. Second by Ava and all approved.

 Old Business

* Construction – Review and Acceptance of Bids – The board reviewed the two bids that were submitted by Trace Creek Construction and Millay & Company. Jeff Pearson explained the details of each bid submitted and the options for Alternates #1 and #2. Anna made a motion to accept only the base bid of $758,000.00 from Trace Creek Construction (them being the lowest bid) and to authorize President Sandra Wood to sign the contract on behalf of the board, pending the architect’s investigation of subcontractors. Second by Ava and all approved.

 New Business

* 2018-19 Budget – 1st review – Board reviewed the budget worksheet comparing 2017/18 expenses to the 2018/19 budgeted amount. The budget will be submitted on June 30. A second review will be conducted at the next meeting.
* June Board Meeting – The next regularly scheduled board meeting conflicts with the schedules of the director and two members making them unable to attend. With final approval of the budget on the agenda, this would make it impossible respond to budget questions and still have a quorum. Discussion of possible date for next meeting being June 4 or 18th. The regional consultant suggested having the meeting as early as possible in order to be able to submit the budget on time to KDLA.

 Director’s Report

Christian highlighted the events from his director’s report. He is investigating the possibility of creating a game collection for patrons to check out. The response for the summer reading program has been good and he shared his letter that he has written to community members for help. He provided the scores of our library standards assessment.

 Regional Consultant

* Board welcomed Chris Bischoff, our new regional consultant. We are lucky to have his expertise during our building process. While he will not be able to attend every meeting, he assured us he will be available to answer questions and guide us in the construction process.

 Other Business

 None

**Adjournment**

Having no other business Brenda made a motion to adjourn at 6:05 p.m. Second by Ava and all approved.

Respectfully submitted,

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Secretary, Anna Cummins President, Sandra Wood