



Meeting of the Library Board of Trustees
Main Library, 308 Yager Avenue, LaGrange, KY 40031
6:30 pm, November 10, 2016

AGENDA

Opening:

Call to Order:

Attendance:

Review Agenda for additions or changes

Invitation for Public Comment:

Consent Agenda:

Approval of minutes from the called meeting of October 11, 2016

Approval of minutes from the meeting of October 13, 2016

Approval of the Financial Reports & Payment Voucher for October, 2016.

New Business

1. Proof of Receipt for "Your Duty Under the Law" August, 2016 edition for signature
2. Revised policies for compliance with FLSA Overtime Law

Old Business

1. New Library Branch Progress

Director's Report

KDLA Report

Communications

Adjourn: Next meeting December 8, 2016

**OLDHAM COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

6:30 pm, November 10, 2016
Main Library 308 Yager Avenue LaGrange, KY 40031

Call to Order

The November, 2016, meeting of the Oldham County Public Library Board of Trustees was called to order at 6:30 pm on November 10th by President Sallie Haynes at the Main Library of the Oldham County Public Library system. Other trustees present were Lonnie Hardin, Virginia Brown, and David Hutchinson. Chris Bischoff attended as Regional Librarian. Also present was Library Director Susan Eubank. Assistant Library Director Mary Mielczarek acted as recorder.

Invitation for Public Comment:

There were no visitors in attendance.

Consent Agenda

1. A motion to approve the minutes of the called meeting of October 11, 2016, was made by David Hutchinson and seconded by Virginia Brown. The minutes of the October 11, 2016, meeting were approved.
2. A motion to approve the minutes of the October 13, 2016, meeting was made by David Hutchinson and seconded by Virginia Brown. The minutes of the October 13, 2016, meeting were approved.
3. A motion to approve the Financial Reports & Payment Voucher for October, 2016, was made by Virginia Brown and seconded by Sallie Haynes. The Financial Reports & Payment Voucher for October, 2016 was approved.

Old Business

No old business

New Business

The Director handed out copies of the 2015-2016 audit just finished by DePrie and Adkisson CPAs, PSC of Middletown. The Director's "Management Decision and Analysis" is included in the bound audit volumes.

The Director welcomed new trustees Lonnie Hardin and Virginia Brown to the Library Board and received their signatures on the 2016 revised edition of "Your Duty Under the Law" from the State's Attorney General's office.

Since the office of Vice President of the Board is currently vacant an election of new Vice-President was addressed. A motion to appoint Virginia Brown as Vice-President of the Board was made by David Hutchinson and seconded by Sallie Haynes and so Virginia Brown was appointed.

A motion to authorize the Director to have the potholes in the driveway at the South Oldham Branch Library patched and coated for less than \$2500 was made by David Hutchinson and seconded by Lonnie Hardin. The Director was authorized by a unanimous vote of the Board. Other facilities and grounds issues that were discussed included installing a "panic button" security system at the Main Library by Alliant Integrators of Louisville. Director Eubank will also look into whether quotes for panic button systems for the two branches in Crestwood and Goshen would be feasible.

Director's Report

The Director will send revised OCPL policies that include compliance with the new FLSA Overtime Law which begins December 1st. The acceptance of revisions will be discussed at the December meeting.

Director Eubank reported that Terry Manuel, a 24-year employee with the Kentucky Department for Libraries and Archives (KDLA), has been appointed as the new State Librarian and Commissioner of KDLA. Manuel has served as the Acting State Librarian/Commissioner since February 2016.

Director Eubank reported that the recent Kentucky State elections have made some major changes on the state level – particularly in the House of Representatives, now controlled by Republicans after 92 Democratic years.

The first month of using PNC credit cards instead of debit cards as recommended by Board Treasurer David Hutchinson garnered \$136.54 for the Library. This is a 1% cash rebate for every purchase made on expenses.

Director Eubank reported on the success of the recent staff “In-Service” day held on November 11, Veterans’ Day.

Report from KDLA:

Chris Bischoff mentioned several issues on his written report which was included in the Board meeting packets.

Communications

There were no communications.

Adjourn

A motion to adjourn the meeting was made by David Hutchinson and seconded by Virginia Brown. The meeting was adjourned at 7:00 pm.