



Meeting of the Library Board of Trustees
Main Library, 308 Yager Avenue, LaGrange, KY 40031
6:30 pm, August 11, 2016

AGENDA

Opening:

Call to Order:

Attendance:

Review Agenda for any changes or additions:

Invitation for Public Comment:

Consent Agenda

Approval of minutes from the meeting of July 14, 2016

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

New Business

Policy Revisions and FLSA Overtime Lw

Financial Procedures / Board Treasurer

Christmas Holid

Staff Training Day / Novemer 11th, Veterans Day

Old Business

Director's Report

KDLA Report

Communications

Adjourn

Next Meeting: Thursday, September 15, 2016

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

6:30 pm, August 11, 2016
Main Library 308 Yager Avenue LaGrange, KY 40031

Call to Order

The August, 2016 meeting of the Oldham County Public Library Board of Trustees was called to order at 6:45 pm, August 11, 2016 by Jennifer Proud at the Main Library of the Oldham County Public Library system. Trustees present were 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:

No public in attendance

Consent Agenda

A motion to approve the minutes of the July 14, 2016, meeting was made by David Hutchinson and seconded by Virginia Brown. The minutes of the July 14, 2016 meeting were approved.

A motion to approve the Financial Reports & Payment Voucher for July, 2016, was made by Virginia Brown and seconded by Jennifer Proud. The Financial Reports & Payment Voucher for July, 2016 was approved.

Old Business

There was no old business for discussion.

New Business

Director Eubank reminded the Board that policy revisions to be in compliance with the new Federal Labor Standards regarding overtime and job descriptions will be produced for their approval at the next meeting.

Board Treasurer, David Hutchinson mentioned a discussion he had with PNC Bank regarding our financial assets and how the Library could get a better return for their money. Although “sweep account” charges almost wiped out proceeds the bank representatives spoke as to how the Library using credit cards instead of debit cards could get “cash back” proceeds.

The Director proposed setting days the Library would close over the Christmas holidays. With Christmas Eve and Christmas Day falling on a weekend the Board agreed that the Library would be closed December 24th and 25th and 26th Boxing Day. Likewise, New Years’ holidays during which the Libraries would be closed include: December 31st, January 1st and 2nd. A motion made by David Hutchinson and seconded by Jennifer Proud carried.

The Director proposed that the Board allow the libraries to close Veteran’s Day, November 11th. This day would be a “Staff In-Service” Day for staff training and education. A motion to close the Library November 11th for staff training was made by David Hutchinson and seconded by Jennifer Proud. The closings were approved.

Director's Report

Director Eubank reported that the refinancing of the 2007 municipal bonds was offered on July 28th. The sale went very well and Raymond James' bid of 1.334% was accepted. Based on this winning interest rate bid a summary of the net debt service savings (net of costs of issuance) is listed.

- Total Net Savings \$266,478
- Avg. FY Savings (2017-2032) \$24,225
- Present Value Savings \$249,630
- P.V. Savings as % of Ref. Principal 8.131%

The Director will present the Library's tax rate & 2016-17 annual operating budget to Fiscal Court at their regular meeting, Tuesday, August 16th.

The Library will be sending several support staff members to a Kentucky Public Library Association free training in Elizabethtown. This training will include tapping the strengths of all generations, exceptional customer service, effective organizational teams and staff safety

Progress regarding the possible acquisition of property along Highway 42 in Goshen continues slowly. Metes and bounds will be designated and a boundary survey will be done by Land Design and Development Engineers.

The Director reported that she will be on vacation September 2nd through 13th.

Report from KDLA:

Chris Bischoff reported KDLA news.

Communications

A few communications from staff members thanked the Board for raises.

Adjourn

A motion to adjourn the meeting was made by David Hutchinson and seconded by Virginia Brown. The meeting was adjourned at 7:15 pm.