Agenda
Boyd County Public Library
Board of Trustees

Monday, May 20, 2013
4 pm to 6 pm
Main Library Meeting Room

1. Call to order

2. Public Comments

3. Approval of Agenda

4. Approval of Minutes
   a. April 15, 2013

5. Financial Report
   a. Financial Statement and Balance Sheet
   b. Treasurer's Report
      i. Includes: report, check register (containing EFT & credit card reports)
      ii. Action: Accept treasurer's report and pay all bills

6. Featured Departments
   a. Kellie Nunley, Technical Services Supervisor

7. Business/Action Items
   a. Board Vacancy
      i. Recommendation: That the board submit two names to the County Judge Executive to fill the expiring term.
      ii. Findings:
         (1) The Library Board of Trustees has one open vacancy due Debbie Johnson's first term expiring 8/31/13;
         (2) Board Policies (and state statute) sets requirements for selecting and making recommendations to County Judge Executive;
         (3) Since it has been less than six months since the board went through the candidate selection procedure, it was determined last month that the board would select a candidate from the existing pool;
         (4) Debbie has expressed an interest in and is eligible for a second four year term;
         (5) Sheryl Bryan demonstrated her willingness and qualifications to serve last time and has indicated she would be willing to have her name submitted again;
         (6) State statute requires that two qualified names for each position be sent to Kentucky Department for Libraries and Archives for validation then sent to the Boyd County Judge Executive who is required to pick one of the two verified names for the vacancy;
         (7) The Board of Trustees should either:
            (a) Submit Debbie Johnson and Sheryl Bryan as the two qualified names for the position, OR,
            (b) Select no candidates then reopen the search.

b. Concrete Repair at Catlettsburg
   i. Recommendation: That the board award the contract for concrete repair at Catlettsburg.
   ii. Findings:
      (1) Due to previous inferior construction of the entryway, a concrete "shelf" was created to keep water out of the library (25+ years ago);
      (2) The "shelf" has been a tripping hazard since installation;
      (3) This concrete around the front entrance has become deteriorated;
      (4) The sidewalks have also begun to crack and buckle;
      (5) In order to redirect water, make the area safer, and to improve the looks of the front of the building, the front area needs to be regraded and concrete replaced;
      (6) Engineers at TSHD have developed a plan to help redirect water;
      (7) TSHD has obtained three quotes ranging from $9,500 to $14,600 from qualified contractors (per state statue if a project is expected to cost less than $20,000 but more than $5,000 we are required to obtain three quotes)
         (a) Mullins Construction (Kyova remodel): $9,500
         (b) Emnett Construction Co.: $12,500
         (c) Portco, Inc.(Catlettsburg remodel): $14,600;
      (8) Repairing and replacing the concrete was discussed when Catlettsburg plans were being developed but were not included in the final plans to due the estimated cost of the entire project. If bids came in under budget we would do it as separate project. If bids were high, then we would add it to Capital Outlay in a few years. There is $20,000 remaining in the Catlettsburg remodel budget.

8. Reports
   a. Regional Librarian, Tim Gampp
   b. Director
      i. Correspondence
      ii. Monthly report
      iii. Other stuff

9. Board of Trustees Activities
   a. TBA

10. Discussion Items
   a. Library/Museum Partnership update
   b. Director's Review
   c. Accounting issues update
      i. Taxes withheld
      ii. Credit/Debit card payments

11. Additional Items
   a. Positions

12. Adjourn

Attachments

- Minutes
- Financial Documents
- Regional Librarian's Report
- Director's Review Form
- Monthly Report