MINUTES Boyd County Public Library Board of Trustees September 19, 2012 4:00 p.m. Main Library

PRESENT Debbie Johnson, Vice-president

Melissa Boggs, Member Phillip Lewis, Member Yvonne Cubbison, Member

Pam Holmes, Recorder

ABSENT Tim Gampp, Regional Librarian

STAFF Debbie Cosper, Director

VISITORS Gina Chabot

CALL TO ORDER 4:00 p.m.

PUBLIC COMMENTS none

AGENDA

On a motion made by Lewis and seconded by Cubbison:

"Approve agenda as amended."

MOTION CARRIED UNANIMOUSLY

Cosper added: 7.d. Director's Review and 9.b. Nominating Committee

MINUTES

On a motion made by Lewis and seconded by Cubbison:

"Approve August 27, 2012 minutes as presented."

MOTION CARRIED UNANIMOUSLY

FINANCIAL REPORT

- a. Financial Statement
- Reviewed/discussed

b. Balance Sheet

- Reviewed/discussed
- c. Treasurer's Report (report, check register containing EFT report, & credit card statement)

On a motion made by Cubbison and seconded by Lewis:

"Accept treasurer's report and pay all bills."

MOTION CARRIED UNANIMOUSLY

FEATURED DEPARTMENT

a. Annual meeting; no featured department

BUSINESS/ACTION/ITEMS

a. Select officers

On a motion made by Boggs and seconded by Lewis:

"Approve appointment of Debbie Johnson, President, Phillip Lewis, Vice-President, Melissa Boggs, Secretary, and Yvonne Cubbison, Treasurer."

MOTION CARRIED UNANIMOUSLY

- Terms begin immediately
- Each term is for 2 years

b. Catlettsburg Contractor

On a motion made by Boggs and seconded by Lewis:

"Motion to award contract for the Catlettsburg Branch remodel to Portco."

MOTION CARRIED UNANIMOUSLY

- Gina Chabot with TSHD presented plans
- Plans were reviewed and questions answered
- Portco's bid was \$168,000

c. Modify Kyova's Operating Hours

On a motion made by Lewis and seconded by Boggs:

"Approve changing Kyova's operating hours to: opening time of 9 a.m. Monday through Saturday; Closing time 8 p.m. Monday through Saturday; Sunday hours to remain the same."

MOTION CARRIED UNANIMOUSLY

- Cosper informed board that mall stores are either closing at 8 p.m. or closing their mall doors at 8 p.m.
- Traffic from 8-9 p.m. has dwindled to an average of two people
- New hours would bring opening and closing times in-line with Main's times

d. Director's Review

On a motion made by Lewis and seconded by Boggs:

"Motion to accept director's review and incorporate director's response to her review."

MOTION CARRIED UNANIMOUSLY

Cosper read response to her review, clarifying comments on HR issue

REPORTS

- a. Regional Librarian, Tim Gampp attachment A
- Gampp did not attend meeting
- Cosper reviewed report

b. Director

- i. Correspondence-passed around, discussed
- ii. Monthly report- attachment B
- iii. Other Stuff

DISCUSSION ITEMS

- a. Nominating Committee
- The board needs to choose another member to fill position of Theresa Lyons who resigned
- Yvonne Cubbison volunteered to be on the committee
- The position will be advertised the first of October

ADDITIONAL ITEMS

- a. Library/Museum partnership update
- Boggs reported that the museum is doing much better financially
- The museum raised \$2000 from an art show
- The city of Ashland gave museum \$9000

Cosper asked the board for 100,000 Capital One points as a bonus. After much discussion the board made the following motion, made by Cubbison and seconded by Boggs:

"Motion to give Cosper a performance bonus of \$1500."

MOTION PASSED UNANIMOUSLY

Board agreed that they only need stats on a quarterly basis. Cosper will discuss highlights at monthly meetings.

ADJOURN

On a motion made by Cubbison and seconded by Boggs:

"Motion to adjourn meeting at 5:55 p.m."

MOTION CARRIED UNANIMOUSLY

Next meeting: Monday, October 15, 2012, 4:00 p.m. – Main Library	
Approved this day of	2012
Pam Holmes, Recorder	Melissa Boggs, Secretary
Debbie Johnson F	President