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

PRESENT	Debbie Johnson, President Melissa Boggs, Secretary Phillip Lewis, Vice President Yvonne Cubbison, Treasurer
STAFF	Debbie Cosper, Director
REGIONAL LIBRARIAN	Tim Gampp
VISITORS	None
CALL TO ORDER	4:02 p.m.
PUBLIC COMMENTS	**None**

AGENDA
On a motion made by Lewis and seconded by Cubbison:
"**Approve agenda as amended."**
MOTION CARRIED UNANIMOUSLY

MINUTES
On a motion made by Lewis and seconded by Cubbison:
"Approve October, 2012 minutes as presented."
MOTION CARRIED UNANIMOUSLY

FINANCIAL REPORT

a. Financial Statement

- Check register was not available because accounting firm had not returned information to the library before board meeting

b. Balance Sheet

- Balance sheet was not available because accounting firm had not returned information to the library before board meeting

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

On a motion made by Lewis and seconded by Cubbison:
"Accept treasurer's report and pay all bills."
MOTION CARRIED UNANIMOUSLY

FEATURED DEPARTMENT

a. **Combined Reference Department Information and Genealogy**
   i. **Jim Kettle**
      Jim discussed the various functions of the department and the staff responsibilities for each function
   ii. **Jamie Bayne**
      Jamie discussed the variety of information requested by patrons and the number of interlibrary loans

BUSINESS/ACTION/ITEMS

a. **Audit Report**
   On a motion made by Cubbison and seconded by Lewis:
   "Approve 2012 Audit as presented."
   MOTION CARRIED UNANIMOUSLY

REPORTS

a. **Regional Librarian, Tim Gampp -** attachment A
   i. Informed Board that the state automobile license plate is available
   ii. Encouraged Board members to earn trustee certification
b. **Director**
   i. Correspondence-passed around, discussed
   ii. Monthly report- attachment B
   iii. Other Stuff
      - Cosper informed Board that State Auditor's Special Taxing District report stated was erroneous in stating that no library was in compliance. BCPL is compliant. Local courts did not file budget in a timely manner.

DISCUSSION ITEMS

- Discussed possibility of staff attending CEU trainings to create a report to appear in the newsletter to reflect knowledge gained
- Proposed staff to participate in "Code Adam" training
- Discussed creating activities for Board to participate to make Board more visible to public
- Board discussed concerns with filling open staff positions
- Discussed possibility of adding staffing updates to monthly **reports**

ADDITIONAL ITEMS

a. **Nominating committee**
   i. Cubbison informed Board that applicants for vacant board position would attend December meeting for interviews

b. **Library/Museum partnership update**
   i. Boggs reported that the museum is doing better financially
   ii. Museum has a gingerbread house fundraiser in December and other public events planned

ADJOURN

On a motion made by Cubbison and seconded by Lewis:

"Motion to adjourn meeting at 5:53 p.m."

MOTION CARRIED UNANIMOUSLY

Next meeting: Monday, December 17, 4:00 p.m. – Main Library

Approved this _____ day of _____ 2012

Melissa Boggs, Secretary	**Debbie Johnson, President**