# MINUTES Boyd County Public Library Board of Trustees April 17, 2012 8:00 a.m. Catlettsburg Library

PRESENT Mike Campbell, President

Debbie Johnson, Vice-president Ashley Skidmore, Secretary Melissa Boggs, Member

**ABSENT** Theresa Lyons, Treasurer

**STAFF** Pam Holmes, Recorder

Debbie Cosper, Director

Courtney Jordan, Catlettsburg Acting Supervisor

**REGIONAL LIBRARIAN** Tim Gampp

CALL TO ORDER 8:10 a.m.

PUBLIC COMMENTS none

## **AGENDA**

On a motion made by Boggs and seconded by Johnson:

"Approve agenda as amended."

#### MOTION CARRIED UNANIMOUSLY

 Cosper added - Discussion Items a. Move Board meeting time/day; b. Serving alcohol at library functions; c. retirement celebration for Greg Adkins (ACTC); d. Overpayment of Director

#### **MINUTES**

On a motion made by Boggs and seconded by Johnson:

"Approve March 20, 2012 minutes as presented."

# **MOTION CARRIED UNANIMOUSLY**

No discussion

#### 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 Skidmore and seconded by Boggs:

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

#### MOTION CARRIED UNANIMOUSLY

Cosper discussed highlights, answered questions

#### FEATURED DEPARTMENT

- a. Courtney Jordan, Catlettsburg Acting Supervisor
- Courtney discussed latest news from Catlettsburg branch

#### **BUSINESS/ACTION/ITEMS - none**

#### **REPORTS**

- a. Regional Librarian, Tim Gampp attachment A
- Tim discussed report and answered questions
- b. Director
  - i. Correspondence-passed around, discussed
  - ii. Monthly report- attachment B
  - iii. Other Stuff circulation continues to increase at Kyova Branch

### **DISCUSSION ITEMS**

a. Move board meeting time

On a motion made by Boggs and seconded by Johnson:

"Motion to change board meeting day and time to 3<sup>rd</sup> Monday, 4 p.m. beginning May 2012."

#### MOTION PASSED UNANIMOUSLY

 Cosper recommended changing day and time so our meeting would not interfere with county commissioners meeting which is the 3<sup>rd</sup> Tuesday of the month at 10 a.m.

## b. Serving alcohol at library programs

- The library would like to serve wine at after hours functions
- The board agreed it would be a good idea
- Cosper will revise the library policy and bring to the next meeting for the board to vote on

# c. Retirement celebration for Greg Adkins-ACTC

- The library received an invitation to the retirement dinner
- The tickets are \$100
- Board agreed to decline invitation

## d. Overpayment of Director

- Cosper was paid travel expenses for hotel bill
- Hotel was charged to library credit card
- Cosper refunded the library

#### **ADDITIONAL ITEMS**

- a. Library/Museum partnership update
- The library will rent window space from the museum to display summer reading banners
- Several programs are in the planning stages
- b. Kentucky Public Library Association Spring Conference
- Cosper discussed highlights of the conference

#### **ADJOURN**

On a motion made by Skidmore and seconded by Johnson:

"Motion to adjourn meeting at 9:05 a.m."

**MOTION CARRIED UNANIMOUSLY** 

Next meeting: Monday, May 21, 2012, 4:00 p.m. – Main Library		
Approved this	_ day of _	2012
Pam Holmes, Recorder		Ashley Skidmore, Secretary
Michael Ca	mpbell, Pi	 resident