

**Bath County Memorial Library  
Board of Trustees Meeting**

Library Meeting Room  
November 22, 2021

Owingsville, KY  
Regular Meeting

1. The regular meeting of the BCML Board of Trustees was held on November 22, 2021 at the Bath County Memorial Library.
2. Present at the meeting was: Chairperson Cecil Lawson, Vice Chairperson Bill Judd, Secretary Brenna Brosseit, Trustee Sherri Caudill, Trustee Regina French, and Library Board Director Michael Richter.
3. **Call to Order:** The meeting was called to order at 1:00 PM by Cecil Lawson.
4. **Review of Agenda.**
5. **Invitation for Public Comments:** None.
6. **Revision/Approval of Minutes of Previous Meetings:** Cecil Lawson asked that members review the October 25, 2021 minutes. A motion was made by Bill Judd to accept the minutes. Regina French seconded the motion. Motion passed unanimously.
7. **Approval of Payment Vouchers and Financial Report:** Bill Judd moved to approve the vouchers and financial report. Regina French seconded the motion. Motion passed unanimously.
8. **President's Report:** None.
9. **Correspondence:** None.
10. **Regional Librarian's Report:** Attached. Reviewed. No further discussion.
11. **Professional Services Report:** No update.
12. **Library Director's Report:** Attached. Michael Richter stated that many people have called to reserve a meeting room. At this time, the meeting rooms

are in the process of being cleaned before they will be available. When ready, meeting rooms will be available with a signed agreement. Michael stated that Salt Lick is doing well with wifi usage.

13. **Professional Services Report:** None.
14. **Committee Reports:** None.
15. **Unfinished Business:** None.
16. **New Business:** Review of 2022 calendar. A motion was made by Regina French to accept the calendar. Cecil Lawson seconded the motion. Motion passed.
17. **Closed Schedule for 2022:** Michael Richter requested an adjustment be made for November 26th and 27th. Those days are being used for cleaning and for setting up Holiday items. The calendar was amended to include these two days. Bill Judd made a motion to accept the amendments. Sherri Caudill seconded the motion. Motion passed unanimously. No further discussion.

Michael Richter stated that there has been an increase in the number of people coming in. Covid cases have increased in our area. Masks will be made available for programming. Michael has masks for those who need them.

Items that can be sprayed down are being cleaned on a routine basis. Touch transmission of Covid is low. Social distancing is still encouraged. The new custodial person is doing a good job.

18. **Resolution of Appreciation for Bill Unchester and the City of Salt Lick for their help in creating the Salt Lick Bookstop:** Cecil Lawson made a motion to accept. Bill Judd seconded the motion. Motion passed unanimously.

There are two people receiving the Presidential Volunteer Service Award. There will be a paid lunch held before a future board meeting. As of this time, no date has been set.

19. **Discussion and Direction for Facility Decision:** Members reviewed the Decision Tree. The Library is in need of a place to long term store some of the library book collection. We have some stored at Salt Lick. We need a building space that is large enough for shelving and secure from rodents. The bookmobile would be stored there as well. The building would be built on our land. There is already access to electricity on the land. Michael Richter will ask the architect about determining new costs for a small building. We currently have the costs for repairs to our current facility. Sherri Caudill made a motion for Michael Richter to talk to Mike Etapa (architect) to discuss building options. Brenna Brosseit seconded. Motion carried unanimously.
  
20. **Director Employment Agreement:** Attached. There is a 2% increase in salary and a 2% increase in retirement. Bill Judd made a motion to amend employment agreement to reflect changes. Sherri Caudill seconded. Motion passed unanimously.
  
21. **Closed Session:** None.
  
22. **Announcement of Next Meeting Date, Time and Location:** The next meeting is at 1:00 on December 27th at the Owingsville Branch of the library.
  
23. Adjournment at 2:02 PM.

Respectfully submitted,

Secretary Brenna Brosseit

Chairperson Cecil Lawson