

Bath County Memorial Library  
Board of Trustees Meeting

Library Meeting Room, Owingsville, KY

Regular Meeting, February 28th, 2022

1. The regular meeting of the BCML Board of Trustees was held February 28th, 2022 at the Bath County Memorial Library.
2. Present at the meeting was: Chairperson Cecil Lawson, Vice President Bill Judd, Secretary Brenna Brosseit, Treasurer Sherri Caudill, Trustee Regina French, and Library Board Director Michael Richter. Also present was Michael Oldiges, Vice President and Financial Analyst of Baird Public Finance from Louisville, KY.
3. **Call to Order:** The meeting was called to order at 1:02 PM by Cecil Lawson.
4. **Review of Agenda:** (Attached) Members reviewed the agenda.
5. **Invitation for Public Comment:** None.
6. **Revision/Approval of Minutes of Previous Meetings:** (Attached) Cecil asked that members review the meeting minutes from the January 24th, 2022 meeting. A motion was made by Brenna Brosseit to accept the minutes. Bill Judd seconded the motion. Motion passed unanimously.
7. **Approval of Payment Vouchers and Financial Report:** (Attached) Bill Judd made a motion to approve the vouchers and financial report. Sherri Caudill seconded the motion. Motion passed unanimously.
8. **President's Report:** None.
9. **Correspondence:** Michael Richter stated that the library had an Open Records Request and that it has already been dealt with.
10. **Regional Librarian's Report:** (Attached) Members reviewed the report. No further discussion.
11. **Library Director's Report:** (Attached) Members reviewed the report. No further discussion.
12. **Professional Services Report - Architect, Attorney, Auditor:** None.
13. **Committee Reports (as necessary):** None.
14. **Unfinished Business:** None.

15. **New Business:**
- \*Financial Borrowing Presentation for Facility:** (Members given handout) Michael Oldiges with Baird Public Finance gave a presentation on the library borrowing one million dollars to renovate the current library and to build an outreach building facility. He discussed our Historic Financial Analysis, Important Points Supporting Future Debt Issuance, Potential Financing Scenarios and gave a Sample Timeline. Members discussed thoughts and asked questions. All members were very appreciative of his efforts.
- \*2022/23 Employee Manual Presentation - Compensation and Adjustment Schedule:** (Copy of Staff Policy Manual given to members) Michael Richter reviewed the changes to the manual. The termination clauses have been edited. Pay scale will be changed to be similar to GSA scale. Discussion held. Bill Judd made a motion to accept the changes. Regina French seconded the motion. Motion passed unanimously.
- \*Surplus Items Declaration:** (Attached) Members reviewed the list of items. Michael Richter will place items on gov deals. Bill Judd made a motion to accept the list of items and allow Michael to dispose/sell them. Sherri Caudill seconded the motion. Motion passed unanimously.
- \*Resolution of Appreciation - Rosel H. Tennant (for help with Salt Lick Kiosk):** Mr. Tennant *volunteered* to help with the kiosk. All members agree that showing our appreciation is an excellent idea. Regina French made a motion to accept the resolution of appreciation. Brenna Brosseit seconded the motion. Motion passed unanimously.
- \*Room Policy:** (Attached) Members reviewed the meeting room policy. Bill Judd made a motion to accept the policy. Sherri Caudill seconded the motion. Motion passed unanimously.
- \*Amazon Accounts:** Michael Richter wants to enroll in Amazon Business. Sherri Caudill made a motion to accept the Amazon account. Brenna Brosseit seconded the motion. Motion passed unanimously.
16. **Closed Session - KRS 61.810 (b) - if needed, and KRS 61.810 (f):**
- \*One Item for Discussion:** Entered Closed Session. Left Closed Session. Members gave the Director, Michael Richter, permission to pursue the matter.
17. **Announcement of Next Meeting Date, Time and Location:** The next meeting of the Bath County Memorial Library Board of Trustees will be Monday, March 28th, 2022 at 1PM at the BCML in Owingsville.
18. **Adjournment:** Cecil Lawson adjourned the meeting at 2:15 PM.