

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

Library Meeting Room
July 26, 2021

Owingsville, KY
Regular Meeting 12

1. The regular meeting of the BCML Board of Trustees was held on July 26, 2021 in Owingsville. Present were Chairperson Cecil Lawson, Vice Chairperson Bill Judd, Treasurer Brenna Stamm, Trustee Brenna Brosseit, and Secretary Sharyn Norman. Library Director Michael Richter and architect Mike Etapa were present. Lawson called the meeting to order at 1:03 PM.
2. Agenda.
3. Public Comments. None.
4. Revision/approval of minutes. Bill Judd moved to approve the June 28, 2021 minutes. Brenna Brosseit seconded the motion. Motion passed unanimously.
5. Approval of payment vouchers and financial report. Sharyn Norman moved to approve the financial report. Bill Judd seconded the motion. Motion passed unanimously.
6. Chairperson's report. None.
7. Correspondence. Trustee Certification Certificate was given to Brenna Brosseit.
8. Regional Librarian's Report. Tip sheet noted changes to Open Records Laws requests.
9. Director's Report. Attached.
10. Professional Services Reports. Mike Etapa commented on the KDLA document with information about the library's intent to build, what's been done, and what is left to do.
11. Committee Reports. None.
12. Unfinished Business. None.
13. New Business. A) Copier Contract. Brenna Stamm moved to approve copier contract with ABS. Bill Judd seconded the motion. Motion passed unanimously. B) Audit Authorization. Bill Judd moved to approve Joel Lane CPA for library's audit. Brenna Brosseit seconded the motion. Motion passed unanimously. C) Personnel-Authorize Library Assistant/Digital Media position. Job description is attached. Second position is for a new part time Library Assistant/Page. Brenna Stamm moved to approve both positions. Brenna Brosseit seconded the motion. Motion passed unanimously. D) Open Records information. Trustees signed the forms from the Attorney General of Kentucky. E) Board Manual Adoption. Bill Judd moved to approve the BCML Board Manual. Brenna Stamm seconded the motion. Motion passed unanimously. F) Additional cost for gravel for storage area. Brenna Stamm moved to approve an additional \$1500 for gravel for storage area. Sharyn Norman seconded the motion. Motion passed unanimously. G) Trustees reviewed current trustee board candidates for positions that will be open November 2021.
14. Closed Session. None.
15. Next meeting will be Monday, August 23, 2021 at 1PM at the Owingsville Library.
16. Adjournment at 2:02 PM.

Respectfully submitted,
Secretary

Sharyn Norman

Chairperson

Cecil Lawson