



Meeting of the Library Board of Trustees
Main Library, 308 Yager Avenue, LaGrange, KY 40031
6:30 pm, September 15, 2016

AGENDA

Opening:

Call to Order:

Attendance:

Review Agenda for any changes or additions:

Invitation for Public Comment:

Consent Agenda

Approval of minutes from the meeting of August 11, 2016

Approval of the Financial Reports & Payment Voucher for August, 2016.

New Business

Proposal for Children's Library Schedule and addition of a Librarian I

Signatures for PNC Credit Card

Old Business

Project Review and PLFC Grant : what must be done:

Director's Report

KDLA Report

Communications

Adjourn

Next Meeting: Thursday, October 13, 2016

**OLDHAM COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES**

6:30 pm, September 15, 2016
Main Library 308 Yager Avenue LaGrange, KY 40031

Call to Order

The September, 2016, meeting of the Oldham County Public Library Board of Trustees was called to order at 6:30 pm, September 15, 2016, by President Sallie Haynes at the Main Library of the Oldham County Public Library system. Other Trustees present were Fred Tolsdorf, David Hutchinson, and Jennifer Proud. Also present was Library Director Susan Eubank. Assistant Library Director Mary Mielczarek acted as recorder.

Invitation for Public Comment:

There were no members of the public in attendance.

Consent Agenda

A motion to approve the minutes of the August 11, 2016, meeting was made by Jennifer Proud and seconded by David Hutchinson. The minutes of the August 11, 2016 meeting were approved.

A motion to approve the Financial Reports & Payment Voucher for August 2016 was made by Fred Tolsdorf and seconded by Jennifer Proud. The Financial Reports & Payment Voucher for August, 2016, was approved.

New Business

Library Director Susan Eubank proposed an addition of a Librarian I to the Children's Library staff. The position is a semi-full time position (30 hrs. per week) and is a non-exempt position. Starting salary for this position is \$12.50 per hour.

Board Treasurer, David Hutchinson, proposed that the staff debit cards be eliminated and that regular credit cards replace them. PNC is providing the cards. The extra percentage points gained by the use of credit versus debit will reimburse the Library 1.5% as they are used. The Board authorized Library Director Susan Eubank to apply for credit cards for designated staff members.

Old Business

The Library Director briefly discussed the "Public Library Funding Construction" grant becoming available from the Department for Libraries and Archives. The grant deadline is Oct. 12, 2016.

Director's Report

Ms. Eubank and two members of the Board will be interviewing the two applicants for Fred Tolsdorf's seat on the Board of Trustees. The applicants are John Volz of LaGrange and Jason P. Dailey of Crestwood.

The State method of reporting Social Security and Medicare tax liabilities was calculated by taking the total wages less the employee's pension contributions to get taxable FICA wages. Apparently the correct way was to include the employee's pension contributions in the taxable wages. For employees who participate in Social Security, the additional contributions will result in increased Social Security benefits upon retirement but the anticipated monthly impact per employee will be around \$13.00.

Ms. Eubank discussed the phenomenal success of this past Summer Reading Program. The statistics include:

- 1,705 readers who completed their reading assignments.
- 2,356 entries from Summer Reading participants which equaled 11,780 hours of reading.
- 8,971 attendees came to 109 summer programs.
- 3,221 participated in passive programs.

Ms. Eubank reported that 7 year employee, Linda Adamchik, is resigning her position in the Children's Library. A former art teacher with the Oldham County Schools, Linda has been responsible for the many creative and striking exhibits throughout the year. She will certainly be missed.

Budget postage costs are rising until the Kentucky Virtual Library (KYVL) resumes courier service for Inter-Library Loans. In Fiscal Year 2015-16, the Library loaned 1,220 print and non-print items to other libraries in Kentucky and other libraries borrowed 1,771 items from Oldham County. Because of cutbacks in State Government, KYVL had to cut back their courier delivery so the Library is currently paying postage to return borrowed items.

Report from KDLA:

The Library Director included the September Report from the State Library in the Board Packets.

Communications

No communications were received.

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Adjourn

A motion to adjourn the meeting was made by David Hutchinson and seconded by Fred Tolsdorf. The meeting was adjourned at 6:55 pm.