

MINUTES
Boyd County Public Library
Board of Trustees
January 16, 2016 4:00 p.m.
Kyova Branch

PRESENT Jennifer McComis, President
Mike Campbell, Treasurer
Bill Criss, Secretary
Bobby Touchton, Member
Mark Ratliff, Vice President

Kristin Mastin, Recorder

ABSENT None

STAFF Debbie Cospier, Director
Ben Nunley, Public Services Supervisor
Jan Ratliff, Assistant Public Services Coordinator

REGIONAL LIBRARIAN Tim Gampp

VISITORS None

CALL TO ORDER 4:09 p.m.

PUBLIC COMMENTS None

AGENDA

On a motion made by Criss and seconded by Campbell:
"Approve the January 16, 2017 agenda."

MOTION CARRIED UNANIMOUSLY

MINUTES

On a motion made by McComis and seconded by Criss:
"Amend Ben Nunley's Title to Public Services Manager and approve December 19, 2016 minutes."

MOTION CARRIED UNANIMOUSLY

FINANCIAL REPORT

- a. Treasurer's Report
 - i. Includes: report, check register (containing EFT & credit card reports)
 - ii. Action: Accept treasurer's report and pay all bills
- b. Financial Statement and Balance Sheet

On a motion made by Criss and seconded by McComis:
"Accept treasurer's report and pay all bills for January 2017."

MOTION CARRIED UNANIMOUSLY

FEATURED DEPARTMENTS

- a. Ben Nunley, Public Services Manager
- b. Jan Ratliff, Assistant Public Services Coordinator

BUSINESS

- a. Outsourcing Public Relations
On a motion made by Campbell and seconded by Touchton:

“Approve outsourcing public relations, advertising, and marketing services to Bulldog Creative Services.”

MOTION CARRIED UNANIMOUSLY

b. Position Restructuring

On a motion made by Campbell and seconded by Ratliff:

“Approve restructure of existing positions to create a full-time Programming and Community Services Assistant.”

MOTION CARRIED UNANIMOUSLY

c. Audit Report

On a motion made by McComis and seconded by Ratliff:

“Accept the audit report filed by Kelley Galloway & Co.”

MOTION CARRIED UNANIMOUSLY

REPORTS

- a. Regional Librarian- Discussed
- b. Director- Discussed
 - i. Correspondence
 - ii. Monthly Report—Attachment
 - iii. Other Stuff

DISCUSSION ITEMS

- a. Board Comments- None
- b. Estate of Nancy McClelland
- c. Public Services at Kyova and Catlettsburg

ADDITIONAL ITEMS

- a. Updates
 - i. Facilities Assessment Committee- Discussed

ADJOURN

On a motion made by Criss and seconded by Campbell:

“Motion to adjourn meeting at 4:53 p.m.”

MOTION CARRIED UNANIMOUSLY

Next Meeting: Monday, February 20, 2016, 4:00p.m. Main Branch

Approved this _____ day of _____ 2017

Jennifer McComis, President

Bill Criss, Secretary

Kristin Mastin, Recorder