

CALL TO ORDER: President Barbara Hill called the meeting to order at 4:01 pm, at the Main Library on March 18, 2024.

PRESENT: Barbara Hill, President; Dr. Eric Jackson, Vice-President; Chris Lange, Treasurer; Don Trame, Secretary; Dr. Emily Myers, Board Member; Rob Ziegler, Attorney Ziegler & Schneider; Stephanie Huhn, CPA Bramel & Ackley; Carrie Herrmann, Executive Director; Dawna Bach, Public Service Director; Sherri Slavey, HR Director; Jennifer Timmerman, Youth Services & Outreach Director; Jennifer Cheek, Public Relations & Marketing Director.

APPROVAL OF AGENDA: The agenda was emailed to Board members.

- ✓ **MOTION TO ACCEPT THE AGENDA, CHRIS LANGE. SECOND, DON TRAME. APPROVED UNANIMOUSLY**

PUBLIC PRESENTATION: Melissa Fulton, Main Library Branch Manager, gave an update on her location's projects and services.

Mark Linger, Drees Development, presented a housing development opportunity on the western portion of the current Hebron Library property. He presented a development plan, along with the elevations of the buildings.

MINUTES: Minutes of the previous meeting were emailed to Board members.

- ✓ **MOTION TO APPROVE THE MINUTES AS AMENDED, DR. EMILY MYERS. SECOND, DR. ERIC JACKSON. APPROVED UNANIMOUSLY.**

TREASURERS REPORT: Stephanie Huhn presented the January treasurers report.

- ✓ **MOTION TO APPROVE THE JANUARY TREASURERS REPORT, DON TRAME. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

BUSINESS:

Chapin Memorial Library: Carrie presented statistics for usage at the Chapin Memorial Library in February. She also presented preliminary results of the survey. From February 19 to March 15, the BCPL team developed a 6 questions survey, created a dissemination plan, and held a community meeting to gather survey responses. 80 responses were received. The next month the BCPL team will analyze the survey and develop a plan for staffing the Chapin Memorial Library. There will be another community meeting. This plan will be presented to the Library Board in April.

Walton Construction Project Update: As of February 29, 2024, BCPL has saved \$91,770.99. This is related to the Direct Purchase Orders that do not pay Kentucky's 6% sales tax. Staff met with Omni and Graybach on February 22nd for a progress meeting and on March 14th for a site walk. The spray test took place on February 22nd. This is to test the seal on the windows before construction moves forward. The tested windows passed the test. The General Contractor has moved the substantial completion date to June 2, 2024, and the final completion date has moved to July 2, 2024. Based on these dates, I recommend that the old Walton location be closed at end of business on May 31, 2024, and the new location open September 3, 2024. This will give staff the month of June to pack up the old location. July and August will be used to set up the new location. Delivery of the lighting for 90% of the building has been pushed to mid-April. It will take a minimum of two weeks to install. The GC is worried that this may be pushed to an even later date. The curtain wall should be fully installed by April 12th. HVAC full start up is scheduled for April 15th. The fiber cement panels are scheduled to be delivered the last week of March and installation should be complete by the end of April.

Carrie presented Change Order #5 which results in a \$8,901.00 savings for the project.

- ✓ **MOTION TO APPROVE THE CHANGE ORDER AS PRESENTED TO THE BOARD, CHRIS LANGE. SECOND, DR. ERIC JACKSON. APPROVED UNANIMOUSLY.**

Carrie presented Change Order #6 which results in a \$346,730.87 increase for the project.

- ✓ **MOTION TO NOT ACCEPT CHANGE ORDER #6, CHRIS LANGE. SECOND, DR. EMILY MYERS. APPROVED UNANIMOUSLY.**

Surplus Items: A list of furniture that is no longer in service was presented to the Board. In accordance with government requirements, the Board must declare these items to be surplus before they can be disposed of. Items that are outdated or broken will be disposed of in the trash. We will make every attempt to donate or recycle all usable surplus equipment. Any items that cannot be donated will be sold on GovDeals.

- ✓ **MOTION TO SURPLUSS THE ITEMS PRESENTED TO THE BOARD, CHRIS LANGE. SECOND, DON TRAME. APPROVED UNANIMOUSLY.**

Boone Archive Commission: The Archive Commission has requested that the BCPL Foundation be the fiscal agent of funds collected through the Boone County 225th anniversary and the US 250th anniversary. They would like to designate the BCPL Archive & History Center as the recipient of those funds. The Foundation agreed to the contract as long as the BCPL Board agreed. A memorandum of understanding was presented for your review.

- ✓ **MOTION TO ENTER INTO AN AGREEMENT WITH THE BOONE COUNTY ARCHIVE COMMISSION AND THE BOONE COUNTY PUBLIC LIBRARY FOUNDATION, DR. ERIC JACKSON. SECOND, DR. EMILY MYERS. APPROVED UNANIMOUSLY.**

ACCOUNTANT'S REPORT: Stephanie Huhn presented the financial report for January 2024. The Foundation has been added to the statement.

ATTORNEY'S REPORT: Rob reported that he is working with the Boone County attorney regarding the Chapin Memorial Library MOUs.

FOUNDATION REPORT: The Foundation Board report was emailed to Board members. The bulk of the work has been around the Trivia Night Fundraiser for the Foundation. ~~The bulk of the work was around the Trivia Night Fundraiser for the Foundation.~~ This took place on March 12th from 6:00 to 8:00 pm at the Main Library. The fundraiser event had 8 sponsors, 10 teams competed, and 80 people attended. After paying for food, drinks, the trivia software, and the trophy, the foundation raised \$10,966.82. The next meeting is scheduled for March 21st.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted at approximately 8:30 pm on March 12, 2024, following the BCPL Foundation fundraiser event there was an altercation in the parking lot of the Main Library. This resulted in a stabbing and several shots being fired. One of the individuals involved in the altercation was shot once. When she realized shots had been fired she immediately placed the building on lockdown/shelter in place. It remained that way until the sheriff's department completed interviewing witnesses.

Carrie received an Open Records Request for "a copy of all room reservation forms or event reservation forms for Christopher Pavese for the Town Hall event on February 27, 2024 from 5:00 pm to 7:00 pm located at the Scheben Branch Library in Union Kentucky." That information was supplied. Carrie also received an Open Records Request from Channel 12 for the security camera footage of the shooting in the Main Library parking lot. That information was supplied.

Kentucky Libraries Unbound completed the vote on the Request for Reconsideration for *The Girl From the Sea* by Molly Knox Ostertag. 100% of the consortium voted to retain the title in the collection. Kentucky Libraries Unbound received a Request for Reconsideration for *Loveless* by Alice Oseman. The vote by consortium members will close on April 1, 2024.

The Archive & History Center department has hired a digital librarian, Lindy Edmondson, who will begin in April.

Walton's roof was replaced the week of March 11th. The Boone Florence Water Conservancy contacted me about next steps in purchasing the 3 acres at the back of the Hebron property. They plan to send me a resume of an appraiser they would like to use to appraise the property to offer a fair market value to the Library. The Scheben Branch art project, which was approved in the mid-year budget has been installed.

CVG added shelving to the airport library.

The new Tales mascot has arrived.

REGIONAL LIBRARIAN'S REPORT: The Regional Librarian's report was emailed to Board members.

PUBLIC COMMENT:

3 Community members spoke about Chapin Memorial Library issues they have with the Express Location and the need for a staffed library location in Petersburg. One community member spoke in opposition to the Drees presentation.

NEXT MEETING: Monday, April 15, 2024, at 4:00pm at the Walton Branch.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:01 pm,

- ✓ **MOTION TO ADJOURN DON TRAME. SECOND, DR. EMILY MYERS. APPROVED UNANIMOUSLY.**

Minutes taken by Sherri Slavey.

Donald E Tramo
Secretary

Barbara J. Hill
President