

CALL TO ORDER: President Eric Richardson called the meeting to order at 4:00pm at the Scheben Branch on November 21, 2016

PRESENT: Eric Richardson, President; Barbara Bardes, Vice-President; Sheree Breitholle, Secretary; Curt Besette, Treasurer; Chris Lange; Debra Pleatman, Attorney Ziegler & Schneider; Stephanie Huhn, CPA Bramel & Ackley; Carrie Herrmann, Director; Shawn Fry, Assistant Director; Amanda Hopper, Assistant Director

PUBLIC COMMENT: No public comment

APPROVAL OF AGENDA: The agenda was previously emailed.

- ✓ **MOTION TO APPROVE THE AGENDA AS RECEIVED, BARBARA BARDES SECOND, CURT BESSETTE. APPROVED UNANIMOUSLY**

MINUTES: Minutes of the **OCTOBER** meeting, were emailed to Board members.

- ✓ **MOTION TO APPROVE THE MINUTES AS RECEIVED, BARBARA BARDES. SECOND, CURT BESSETTE. APPROVED UNANIMOUSLY.**

TREASURER'S REPORT: The Treasurer's Report for **OCTOBER** was distributed through email.

- ✓ **MOTION TO APPROVE THE OCTOBER TREASURER'S REPORT AS RECEIVED, BARBARA BARDES. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**

BUSINESS:

Audit: John Chamberlin from Van Gorder, Walker & Co., Inc. presented the completed audit for the year ending June 30, 2016.

- ✓ **MOTION TO ACCEPT THE AUDIT AS PRESENTED, CURT BESSETTE. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

Tax Refunds: Taxpayer refunds in excess of \$1,000 are approved by the Board. Levi Strauss & Company requested a refund of \$12,167.76 for the 2015 tax year and \$13,041.12 for the 2014 tax year.

- ✓ **MOTION TO APPROVE THE TAX REFUNDS OF \$12,167.76 AND \$13,041.12 TO LEVI STRAUSS & COMPANY, CURT BESSETTE. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**

Lents/Hebron Update: Carrie Herrmann and Eric Richardson provided on update on a conversation with Boone County Planning and Zoning and Boone County Schools about future partnership possibilities. Carrie Herrmann provided an update on meetings with the architects regarding the exterior concept for the new building.

ACCOUNTANT'S REPORT: Final copy of the June 2016 monthly statement was reviewed.

ATTORNEY'S REPORT: Nothing to report

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted:

On November 7, we became aware that our Continuing Education Credit Card had fraudulent charges in the amount of \$449.12. The card has been cancelled and destroyed. As of 11/17/2016 all fraudulent charges have been credited back to our account and a new card has been issued to BCPL for CE.

BCPL is working with Boone County Schools to offer a Digital Access Library Card to all students. This is a Library card for schools that could be used to access Boone County Public Library's research tools. Digital Access Library Cards would be available exclusively to students in Boone County Schools and

expire on the student's expected graduation date. Digital materials and databases can be accessed with this card 24/7. Physical books, movies and video games cannot be checked out with Digital Access Library Cards, so parents do not have to accept responsibility for materials, worry about fines or sign an application.

SirsiDynix, our new Integrated Library System, will go live on December 8th. We will be unable to check in items, place holds, fulfill holds or search our catalog December 5-7. SirsiDynix will have staff onsite for go live just in case we have any issues. We did have to add storage capacity to Portfolio, the system that houses our local history digitized collection. At 1 TB of storage space, we are officially SirsiDynix' largest Portfolio Customer.

Terry Manual has been appointed the State Librarian, KDLA Commissioner. He has been serving as the Interim State Librarian.

A staff team met to look at Outreach vehicle needs. Tim Fritz, Facilities Manager, is now working on some options to present to the team.


The 2017 NKY History Day will be held at the Main Library Saturday, March 25, 2017. The event will most likely will run 8a-2p that day. We should expect approximately 300 registered participants that day. BCPL is a co-sponsor of the event via Local History.


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

NEXT MEETING: Monday, 19 DECEMBER at 4pm, at the Main Library.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:40 pm, CHRIS LANGE. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry


Secretary *Vice-President*


President