

BOONE COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
MINUTES April 28, 2011  
Special Meeting

**CALL TO ORDER:** Pam Goetting called the meeting to order at 4:07 p.m.

**PRESENT:** Pam Goetting, President; Nancy Grayson, Vice-President, Chris Grubbs, Secretary; Jim Henning, Treasurer; Greta Southard, Director; Dave Schneider, Attorney; Carlyle Ackley, CPA; Brock MacKay, Viox and Viox; Megan de Sola, Viox and Viox; Carter Dickerson, Viox and Viox; Charlotte MacIntosh, KDLA Regional Librarian. Absent: Barbara Bardes.

**AGENDA:** The April special meeting agenda was previously emailed to Board members.

- ✓ **MOTION TO APPROVE THE AGENDA AS RECEIVED, JIM HENNING. SECOND, NANCY GRAYSON. APPROVED UNANIMOUSLY.**

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

- ✓ **MOTION TO APPROVE THE MINUTES OF THE MARCH MEETING AS RECEIVED, NANCY GRAYSON. SECOND, CHRIS GRUBBS. APPROVED UNANIMOUSLY.**

**TREASURER'S REPORT:** The Treasurer's Report for March was previously mailed to Board Members.

- ✓ **MOTION TO APPROVE THE MARCH TREASURER'S REPORT AS RECEIVED, JIM HENNING. SECOND, NANCY GRAYSON. APPROVED UNANIMOUSLY.**

**BUSINESS:**

**Hebron Land planning update:** Viox and Viox updated the Board on the additional survey responses received in response to the Public Meeting at the Lents Branch. Viox and Viox distributed a packet tabulating the responses received to date. Also distributed were land schematic concepts providing two methods of viewing the Hebron property. One view provided broad land use concepts the other provided those same concepts fleshed out incorporating the land topography. Concepts were based on the feedback received via the public surveys and meeting; the current and future zoning based on the Boone County Land Use Plan. The next step is to host a second public meeting at the Lents Branch May 17<sup>th</sup>, from 4:00-7:00 p.m. showing the land concepts mapped out on the property. People who attend the second meeting will have the opportunity to indicate their preference and to comment on the scenarios developed by Viox and Viox. There will be another survey at the second meeting. Viox will solicit input from a commercial real estate expert so that the Board can explore the opportunity cost associated with various land use scenarios moving forward.

**Draft FY12 Budget:** The Director introduced the draft budget and discussed the initial budget assumptions. Revenue assumptions were based on FY11 year-to-date actual revenues at the existing tax rate and expenses based on anticipated increases in retirement contribution as mandated by the state, health care, increased operational cost driven by the increase in fuel prices, and adherence to the existing technology replacement schedule. Discussion included the assumptions and the the gap between operating cost and income, and ways to address the gap. The Board directed Southard to present options for the Board to review at the May meeting that would bring the expenses and revenues into alignment. What choices would the Board need to make to balance the budget and what type of risk is associated with the various options so that informed decisions can be made in balancing the budget.

- ✓ **MOTION IN ACCORDANCE WITH KRS 61.810, (1) (C), I MAKE A MOTION THAT THE BOARD GO INTO CLOSED SESSION TO DISCUSS PENDING LITIGATION INVOLVING THE LIBRARY. THE REASON IS TO DISCUSS THE DECISION OF THE CIRCUIT COURT, PAM GOETTING. SECOND, NANCY GRAYSON. APPROVED UNANIMOUSLY.**

THE BOONE COUNTY LIBRARY BOARD WENT INTO CLOSED SESSION AT 5:10 P.M.

THE BOONE COUNTY LIBRARY BOARD RECONVENED THE OPEN MEETING AT 5:18 P.M.

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**ACCOUNTANT'S REPORT:** Carlyle Ackley distributed and reviewed financial statements for March. Received accountant's report.

**ATTORNEY'S REPORT:** No report beyond what was discussed in closed session.

**LIBRARIAN'S REPORT:** The Librarian's report was received as emailed to Board members. In addition to the emailed report, Greta Southard updated the Board on the following items: 1) Southard discussed her interest in applying for the Leadership Northern Kentucky program offered by the Chamber of Commerce. The Board encouraged her to pursue this interest. 2) As noted in the written report staff is pursuing the invitation to apply for the Smart Investing @Your Library grant. Southard is exploring a potential partnership with the Grant County Public Library Foundation as well as other local community partners. The funder requires that grant funds be distributed to a 501(c) (3) entity. BCPL does not carry this designation; however, other potential partners do. Staff is looking at developing a grant proposal based on the idea of: Spend, Earn, Save: Smart Investing@Your Library to offer a range of financial literacy programs offered to families. Grant awards range from \$5,000 to \$100,000. Grant application is due June 16<sup>th</sup>. This is a competitive grant process by invitation only. 3) Southard has received two applications for the trustee position and expects to receive more based on the promotion of this opportunity.

**REGIONAL LIBRARIAN'S REPORT:** The Regional Librarian's report was received as emailed to Board members. In addition to the emailed report Charlotte MacIntosh highlighted the opportunity to support the creation of a library license plate by donating \$25 so that the Department of Transportation will create the plate.

**NEXT MEETING:** Thursday, May 19<sup>th</sup> at 4:00 p.m. at the Main Library.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 5:36 p.m. CHRIS GRUBBS. SECOND, NANCY GRAYSON. APPROVED UNANIMOUSLY.

Minutes taken by Greta Southard.

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Chris Grubbs, Secretary

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Pam Goetting, President