

BOONE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES January 20, 2011

CALL TO ORDER: Pam Goetting called the meeting to order at 4:00 p.m

PRESENT: Pam Goetting, President; Jim Henning, Treasurer; Chris Grubbs, Secretary; Barbara Bardes; Greta Southard, Director; Carrie Herrmann, Public Service Coordinator; Sharon Elliston, Attorney; Carlyle Ackley, CPA.

Absent: Nancy Grayson, Vice-President

AGENDA: The November agenda was previously emailed to Board members.

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

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

- ✓ **MOTION TO APPROVE THE MINUTES OF THE DECEMBER MEETING AS RECEIVED, JIM HENNING. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

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

- ✓ **MOTION TO APPROVE THE JANUARY TREASURER'S REPORT AS RECEIVED, BARBARA BARDES. SECOND, JIM HENNING. APPROVED UNANIMOUSLY.**

BUSINESS:

Surplus Equipment: A list of computer equipment that is no longer in service was previously emailed to the board. The equipment has been replaced in accordance with BCPL's equipment replacement schedule. The Board must declare these items surplus before they can be disposed of. Disposal process includes contacting local public agencies (such as schools, Health District, etc.) to offer these items as a donation, items not donated will be recycled.

- ✓ **MOTION TO DECLARE THE ITEMS LISTED AS SURPLUS, JIM HENNING. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

Mid-year budget adjustments: Mid-year budget adjustments will be brought to the board at the February meeting. Greta and Carlyle would like to analyze the budget more in-depth before making adjustments. Items that will be coming to the board include: Emergency Power to the Cooling System in the Server Room (\$10,000-12,000), Emergency Power to Lighting and Cooling in the Director's office (\$2,000), Chemical Fire Suppression System for Server Room (\$18,000) and enclosing the YS Coordinator workspace (\$19, 359). Some monies will be needed from the Capital Projects fund while other monies will be reallocated in the Operating Budget.

BOONE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES January 20, 2011

Board Recruitment: Board member Nancy Grayson will be moving out of state in the summer. The process to replace a board member mid-term is the same as when a term expires. The term for this board position expires June 30, 2013. Pam Goetting will contact Nancy Grayson to find out when her last day of service will be. Once the date is determined, a timeline for posting the application for Board service, accepting application(s), and interviewing candidates will be determined.

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

ATTORNEY'S REPORT: Received attorney's report.

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 search for a Facilities Manager for the system. The new Facilities Manager will begin January 31, 2011. If anyone is interested in attending Legislative Day on February 9 in Frankfort, please contact Greta. The library will receive a small check from an insurance company for someone who backed into the library delivery van. A loss control specialist from State Auto inspected the branches as part of a routine loss control inspection.

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

NEXT MEETING: Thursday, February 17, 4:00 p.m. at the Lents Branch.

ADJOURNMENT: There being no further business, the meeting was adjourned at 4:40 p.m. JIM HENNING. SECOND, CHRIS GRUBBS. APPROVED UNANIMOUSLY.

Minutes taken by Carrie Herrmann.

Chris Grubbs, Secretary

Pam Goetting, President