

**CALL TO ORDER:** President Eric Richardson called the meeting to order at 4:00pm at the Walton Branch on April 18, 2016

PRESENT: Eric Richardson, President; Barbara Bardes, Vice-President; Pam Goetting, Treasurer; Sheree Breitholle, Secretary; Jim Henning; Debra Pleatman, Attorney Ziegler & Schneider; Carlyle Ackley, CPA Bramel & Ackley; Carrie Herrmann, Director, Amanda Hopper, Assistant Director; Shawn Fry, Assistant Director.

**PUBLIC COMMENT:** *No public comment.*

**APPROVAL OF AGENDA:** Agenda was previously emailed to the Board.

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

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

- ✓ **MOTION TO APPROVE THE MINUTES AS AMENDED, BARBARA BARDES. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**

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

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

**BUSINESS:**

Employee Manual Update: Proposed changes to the Chronology, Mission Vision & Goals, Organization and Funding, and Values Statement were presented to the Board.

- ✓ **MOTION TO APPROVE REVISED EMPLOYEE MANUAL UPDATE, JIM HENNING. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

Lents/Hebron Branch

Brief discussion of information about upcoming Saturday architecture interviews.

May Meeting

- ✓ **MOTION TO CHANGE DATE OF MAY 16 BOARD MEETING TO MAY 18, JIM HENNING. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY**

**ACCOUNTANT'S REPORT:** No report

**ATTORNEY'S REPORT:** No report

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

On April 6th a customer slipped and fell on a wet spot from rain on the floor, at our Scheben Branch. This has been turned over to our insurance company.

Polaris has extracted a sample of our data and it is in the hands of SirsiDynix to test and create maps for our migration. According to SD, the data looks great and there should not an issue mapping to their system. We have discovered that Polaris will not extract three data types for migration: authority records, acquisition records and fusion records. We are OK with not extracting authority records. This will give us a chance to start with a clean database. Acquisition records are more problematic. We are trying to work out a solution to this. Fusion is a more pressing issue. This is the server and software used to house and make available our local history digital collection. Therefore, a large part of Local History's work between now and December will focus on the ILS digital migration.

Main and Scheben Teen Scenes have undergone some remodeling with repurposed furniture from Lents. The paperback towers and acrylic wall shelving are gone and have been replaced with double sided shelving for easier browsing for customers. The work on the non-water based fire suppression system in the server room at the Main Library should begin in May. Plans are completed for the basement reconfiguration at Main. This work should begin in May. All pieces have been ordered. We will meet the week of April 18th to create the schedule for work.

Plans are completed for the first floor reconfiguration at Main. This work should begin in June. We have finalized the list for equipment and furniture so that we can place the order. We will meet the week of April 18th to go over everything one last time before placing the order.

This year we hosted a lecture by a Holocaust Survivor twice. (Last year we stopped counting at 865 people at the talk.) We hoped to have smaller crowds at each, but bring more people in to the Library. The first lecture on April 6th had 569 in attendance. The second lecture on April 13th had 555 in attendance. The Anne Frank Exhibit has been popular. This Exhibit is at the Main Library April 4-30.

Michael Savarino joined us as the IT Manager on April 4th.

Amy Foster, Branch Manager at Scheben, will be presenting a poster session about the Robot Zoo at IFLA (International Federation of Library Associations and Institutions). In July, IFLA's annual conference will be in Columbus, Ohio. This is the first time in several year the conference has been in the United States. We are taking this opportunity to send a few staff to gather ideas.

Regional History Day is an event that has been held at NKU for 23 years. The committee that puts this conference together is made up of NKU History professors, Historical Society members from around Northern Kentucky and Local History Librarians. We received a call from the committee asking if the Main Library could be used for History Day 2017. We are one of three sites under consideration currently. NKU has become too expensive to continue as the host site.

Carrie Herrmann attended the Public Library Association (PLA) Conference April 4 to 8 in Denver, Colorado.

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

**NEXT MEETING:** Wednesday, 18 May at 4pm, at Main Library.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 5:13pm. JIM HENNING. SECOND, SHEREE BREITHOLLE . APPROVED UNANIMOUSLY.

Minutes taken by Shawn C. Fry.



Sheree Breitholle, Secretary



Eric Richardson, President