

CALL TO ORDER: President Hill called the meeting to order at 4:06 pm at Walton on April 15, 2019

PRESENT: Barbara Hill, President; Kate McClain, Secretary; Doug Hodnett, Vice-President; Chris Lange, Treasurer; Eric Richardson; Debra Pleatman, Attorney Ziegler & Schneider; Carrie Herrmann, Director, Stephanie Huhn; CPA Bramel & Ackley, Jennifer Timmerman, Youth Services Coordinator; Shawn Fry, Assistant Director

PUBLIC COMMENT: No Public Comment

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

- ✓ **MOTION TO APPROVE THE AGENDA, ERIC RICHARDSON. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY**

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

- ✓ **MOTION TO APPROVE THE MINUTES, ERIC RICHARDSON. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.**

TREASURER'S REPORT: A treasurer's report for December 2018 and January and February 2019 were shared with the Board.

- ✓ **MOTION TO ACCEPT THE TREASURER'S REPORT, DOUG HODNETT SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY.**

BUSINESS:

Digital Librarian Report: Katie Justice provided an overview of eResources offered by BCPL

Households with Library Cards: Carrie Herrmann shared a map created by Boone County GIS for BCPL showing all households with library cards and active library user households.

Branch Update: At the Main Library the HVAC Control system upgrade has begun. The Family Activity Room floor replacement is scheduled for May. The door access control system installation is almost completed. At the Scheben Branch work is complete on the HVAC system. Working on balancing the system now. The Family Activity Room floor replacement is scheduled for May. The door access control system installation has begun. At the Walton Branch the HVAC Control system upgrade is completed. At the Hebron Branch Construction Project the front desk is installed, painting is continuing, carpet has been installed in the work room, Meeting Room, the perimeter of the main area, and the study rooms. Most of the glass walls are installed in the study rooms, and the meeting room moveable walls have been installed. Currently scheduled to start installing shelving and furniture the week of May 13th. The collection will be delivered on May 29th. Carrie Herrmann presented a document detailing all the change orders the Board had previously approved.

- ✓ **MOTION TO ACCEPT CHANGE DOCUMENT AND HAVE DIRECTOR SIGN, KATE MCCLAIN. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

Tax Refund: Taxpayer refunds in excess of \$1,000 are approved by the Board. The refund requested is if for \$5,492.35 for Target-Innotrac for the 2017 tax year.

- ✓ **MOTION TO REFUND TAX \$5,492.35, TO TARGET CORPORATION, ERIC RICHARDSON. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

Salary Schedule Update: Periodically, BCPL reviews the salary schedule to ensure that we are keeping up with market compensation. Previous, updates took place in 2007 and 2015. Carrie Herrmann presented the current salary schedule and the proposed update.

- ✓ **MOTION TO APPROVE SALARY SCHEDULE ADJUSTMENT, DOUG HODNETT. SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.**

FY2020 Operating Budget: Carrie Herrmann presented two drafts of the FY2019 Operating Budget. The first draft includes CERS contribution of 21.48%, a 3% raise for staff, and an 11.5% increase for collection. The second draft includes CERS contribution of 21.48%, a salary schedule update, and an 8% increase for collection. After discussion Carrie Herrmann will continue to work on the second draft for presentation at the May meeting.

FY2020 Capital Budget: Carrie Herrmann presented the FY2019 Capital Project Budget. After discussion Carrie Herrmann will continue to work on the second draft for presentation at the May meeting.

ACCOUNTANT'S REPORT: Stephanie Huhn presented the financial statements for February 2019.

ATTORNEY'S REPORT: Debra Pleatman discussed the legislative session and legislation that will affect the Library.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted: We placed updated pictures of the Hebron Branch Construction project on the Library's Facebook page. On April 4th, we realized that someone posted a comment that the building should be blown up. After consulting with the Boone County Sheriff's Department and the FBI it was determined that this is a known individual to local law enforcement who likes to post inflammatory statements on social media. He is not believed to be a danger. The Curt Bessette Art Gallery is officially open for business! Our first art show has been installed – the watercolors of Yin-Shen Chang. Almost 70 people showed up for her opening reception. Next month the work of artists from the Boone County Visual Art Association will be on display and June 19 – August 9, Local History will have a special a special exhibit called "Photographs along the Underground Railroad."

In two weeks, BCPL has accepted passport applications the Scheben Branch has completed 13 and has 5 more scheduled. This is without PR. The Kids page of our website has been updated. (You can see the page at <https://www.bcpl.org/ys/>)

The Early Childhood Festival, now in its 15th year, was a big success with almost 1000 people in 2 hours and 30 vendors who offered information about their services for young children. We did 52 ASQ screenings and referred 18 kids to First Steps. We did 26 Brigance screenings and referred 4 kids to Boone County Schools. The Lion's Club did 78 vision screenings. Main Youth Services had a number of activities for attendees.


MeetNKY has already started to share our services with bus tours coming into the area. One group has contacted us for information and pricing for October 2019.

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

NEXT MEETING: Monday, May 20 at 4pm, at Main.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:00 pm, motion ERIC RICHARDSON. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry


Secretary Vice-President


President