

BOONE COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
MINUTES APRIL 15, 2014

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

**PRESENT:** Pam Goetting, President; Barbara Bardes, Vice-President; Jim Henning, Treasurer; Eric Richardson, Secretary; Sheree Breitholle; Debra Pleatman, Attorney Ziegler & Schneider; Greta Southard, Director; Carrie Herrmann, Public Service Coordinator; Charlotte McIntosh, Regional Librarian, KDLA.

**PUBLIC COMMENT:** Matt Dedden, Boone County Commissioner introduced two high school students. They presented a plan for use of the undeveloped Hebron property. The proposed plan is a community service project organized by Connor High and Middle schoolers to create and maintain walking trails on the property. The Board asked several questions and requested that the Director gather additional information in order to evaluate the idea.

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

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

**MINUTES:** Minutes of the March meeting were emailed to Board members. A correction was made under the Librarian's report.

- ✓ **MOTION TO APPROVE THE MINUTES AS AMENDED, JIM HENNING. SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.**

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

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

**BUSINESS:**

**Policy Review:** Copies of the Paid and Unpaid Leave Policy were previously email to Board Members. Greta Southard recommends tightening the language within this policy. The Board requested that Greta Southard collect similar policies from Boone County agencies and local libraries for comparison. This policy will be reviewed at the May meeting.

**Draft FY2015 Operating Budget:** Greta Southard distributed a draft of the FY2015 operating budget currently in development. She also handed out potential capital projects not included in the draft operating budget. The FY2015 draft budget is \$70,000 more than the approved FY2014 budget. The Board requested a flat operating budget compared to FY2014 and that the Capital Projects budget be around \$125,000. A revised budget incorporating the recommendation made during the discussion will be presented at the May Board meeting.

**ACCOUNTANT'S REPORT:** A representative from the accounting firm could not be present at the meeting due to tax day. A report for March's financials will be delivered at the May Board meeting.

**ATTORNEY'S REPORT:** There has been no movement on the library law suits and there is nothing at this time in the Kentucky legislature related to libraries.

**LIBRARIAN'S REPORT:** The Librarian's report was distributed to Board members. The delivery van died on April 15<sup>th</sup>. Purchase of a new delivery van is in the FY2014 Capital budget. A new one will be purchased on April 16<sup>th</sup>. First Lady Beshear's visit to the Main Library was very successful. Because her visit could not coincide with an already scheduled story time a special story time with very little publicity

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was scheduled. 43 people attended the special story time. BCPL has submitted a grant to Walmart to supplement the grant submitted to KDLA for the summer Fueling the Mind project. Our new Discover, Explore, Experience posters are now on display at all locations.

The Lents location offered two programs that drew in a large number of participants for that location. The Newport Aquarium offered a Creature Feature program with 62 attendees. 106 people attended the Health Fair. Foot high red letters were painted on the side of the Lents Branch. A police report was filed and the graffiti has been removed.

Main's program on the Beverly Hills Supper Club Fire had a strong turnout of 75 people. Family Science Night at the Main Library had 268 attendees. The Local History Underground Railroad Tour has had great registration. We have added a second session to accommodate the demand. The Main Library was selected as a site to host the MYNKY traveling wall. The wall gives Northern Kentucky citizens the opportunity to take part in the MYNKY campaign and to voice their opinions on what they would like their community to become.

Staff presented several well-received programs at the Kentucky Public Library Association Annual Conference. Wi-Fi has been installed at Chapin. The 3M self-checks upgrade has been completed at Main and Scheben. The upgrade is in process at Florence. New optical scanners have been installed at service desks and on the self-check machines. The new scanners can scan a library card from a smart phone. A public fax machine was installed at Florence. The Scheben public fax machine had to be returned to the manufacturer. It was received broken. They are waiting for a replacement.

**REGIONAL LIBRARIAN'S REPORT:** The Regional Librarian's report was received as emailed to Board members. Charlotte McIntosh, Regional Librarian, highlighted the Kentucky Public Library News Digest. Instructions on how to subscribe were in her report. The Trustee Tip of the Month is about open meetings.

**NEXT MEETING:** May 20, 2014, 4:00 p.m. at the Main Library

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 5:12 p.m. JIM HENNING. SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.

Minutes taken by Carrie Herrmann.

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Eric Richardson, Secretary

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Pam Goetting, President