

BOONE COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
MINUTES June 19, 2012

**CALL TO ORDER:** Pam Goetting called the meeting to order at 4:09 p.m

**PRESENT:** Pam Goetting, President; Barbara Bardes, Vice-President; Jim Henning, Treasurer; Chris Grubbs, Secretary; Charles Seal; Sharon Elliston, Attorney Ziegler & Schneider; Carlyle Ackley, CPA; Greta Southard, Director; Carrie Herrmann, Public Service Coordinator .

**PUBLIC COMMENT:** Doug Bivens, speaking on behalf of Blue Star, expressed his concern over Blue Star's tax bill and the amount of taxes Blue Star was paying for the Library. He thought that the Library's tax rate was close to 18 cents and it initially appeared from the copy of his tax bill provided to Board Members that it was 18 cents. The Board expressed their concern as the Library's rate is only 0.051 cents. The Board assured Mr. Bivens that they would look into the issue as it appeared the rate was wrong on the tax bill. After Mr. Bivens left the meeting, it was discovered that the way the tax bill was printed was misleading. The various columns on the tax bill used different font sizes and the rate did not appear directly across from the taxing entity's name. The Library's rate was correct at 0.051 cents. The fire district's rate (which appeared across from the Library's name) was 18 cents. Greta Southard will follow up with Mr. Bivens.

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

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

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

- ✓ **MOTION** TO APPROVE THE MINUTES AS AMENDED TO CORRECT TYPOGRAPHICAL ERROR, BARBARA BARDES. SECOND, CHARLES SEAL. APPROVED UNANIMOUSLY.

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

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

**BUSINESS:**

**Fiscal Responsibility:** Reviewed and discussed the revised draft of the Fiscal Responsibility Policy. Document revisions were based on the prior discussion at the May meeting.

- ✓ **MOTION** TO APPROVE THE FISCAL RESPONSIBILITY POLICY AS RECEIVED, CHARLES SEAL. SECOND, CHRIS GRUBBS. APPROVED UNANIMOUSLY.

**Board Reimbursement of Expense Policy:** Reviewed and discussed the revised draft of the Board Reimbursement of Expense Policy. Document revisions were based on the prior discussion at the May meeting. Discussion ensued regarding the language used in the third paragraph of the policy.

- ✓ **MOTION** TO APPROVE THE BOARD REIMBURSEMENT OF EXPENSE POLICY AS AMENDED, JIM HENNING. SECOND, CHRIS GRUBBS. APPROVED UNANIMOUSLY.

**Trustee Orientation Policy:** Reviewed and discussed the revised draft of the Trustee Orientation Policy. Document revisions were based on the prior discussion at the May meeting. Discussion ensued regarding whether or not to say "New Board" or "Board" throughout the policy. The "New Board" language was added where appropriate.

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- ✓ **MOTION** TO APPROVE THE TRUSTEE ORIENTATION POLICY AS AMENDED, JIM HENNING. SECOND, CHARLES SEAL. APPROVED UNANIMOUSLY.

FY2013 Meeting Calendar: Greta Southard presented the schedule of Library Board Meetings for FY2013. Discussion ensued. The meetings will continue to be held on the third Tuesday of the month at 4:00 p.m.

- ✓ **MOTION** TO APPROVE THE FY2013 MEETING CALENDAR AS PRESENTED, JIM HENNING. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.

ACCOUNTANT'S REPORT: Carlyle Ackley reported on the modified accrual statements for May. This completed 11 months of FY2012. BCPL is under budget at this point. Based on this information the Board asked Greta Southard to estimate how much it would cost to operate a new Hebron Branch. They asked her to compare the estimate to current operation costs at the Lents Branch. This will help the Board to determine if we have the funds to operate a larger, newer facility.

ATTORNEY'S REPORT: Sharon Elliston reported that there has been no movement to file a suit against BCPL by Attorney Brandon Voelker. Mr. Voelker has filed a suit against Campbell and Kenton County Public Libraries.

Regarding questions asked about the Library's Meeting Room Policy, we cannot discriminate against groups wanting to use the meeting rooms. The Library followed the policy.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. In addition to the emailed report, Greta Southard added a meeting on June 19<sup>th</sup> with the Community Needs Assessment Committee as well as a meeting on June 18<sup>th</sup> that the KY State Auditor convened with special taxing districts. BCPL has completed the requested survey by the State Auditor prior to the June 26<sup>th</sup> deadline. The Library follows all laws and meets all deadlines and requirements. Greta Southard handed out a final copy of the budget.

She handed out school/library partnership talking points to the Board. This information will help the board respond to questions about how the library supports education and the schools. In addition, the library will continue to send all members of the Fiscal Court a copy of the Library's newsletter.

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

**NEXT MEETING**: Tuesday, July 17, 2012, 4:00 p.m. at the Main Library.

**ADJOURNMENT**: There being no further business, the meeting was adjourned at 5:42 p.m. JIM HENNING. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.

Minutes taken by Carrie Herrmann.

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Chris Grubbs, Secretary

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Pam Goetting, President