

**OATH OF OFFICE:** Debra Pleatman, Library Attorney, administered the Oath of Office to Doug Hodnett

**CALL TO ORDER:** Vice-President Barbara Bardes called the meeting to order at 4:00pm at Walton on April 16, 2018

PRESENT: Barbara Bardes, Vice-President; Barbara Hill, ~~Treasurer~~ <sup>Secretary</sup>; Doug Hodnett; Debra Pleatman, Attorney Ziegler & Schneider; Carrie Herrmann, Director; Shawn Fry, Assistant Director; Amanda Hopper, Assistant Director; Chris Bischoff, Regional Librarian KDLA

**PUBLIC COMMENT:** No public comment

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

- ✓ **MOTION TO APPROVE THE AGENDA AS AMENDED, BARBARA HILL. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY**

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

- ✓ **MOTION TO APPROVE THE MINUTES AS AMENDED, BARBARA HILL. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.**

**TREASURER'S REPORT:** The Treasurer's Report will be distributed in next month's board packet.

**BUSINESS:**

Branch Update:

There are several projects on hold as we search for a new Facilities Manager. At the Main Library staff removed the computers from the Computer Lab to house our last exhibit. The computers were scattered throughout the building. We have discovered that the computers were used more during this time. As a result staff are working on a plan to turn that room into something else. We are currently looking at two options. Any computer classes taught at the Main Library will use laptops in the future. Work on the Scheben HVAC system approved in the capital budget is in the planning stage. We are working on adding UV protection to the windows on the first floor of Scheben. Still working on the roofing analysis for the Florence Branch. We received our third analysis. Unfortunately it looks like it is going to be the more extensive work. We have some siding coming off the Walton Branch and are seeking a quote to fix or replace. At Hebron, the General Contractor missed 25 days of work January through March due to weather. The contractor is going to build two mock walls for the board to decide if we want to use the stone face or the actual stone. Using actual stone was an alternate bid that adds \$80,000 to the project.

Policy Review:

Protection of Personal Information Policy: The Department of Local Government highly recommends that the "Protection of Personal Information Policy" be reviewed annually. Carrie Herrmann presented a draft incorporating suggested changes from the March meeting.

- ✓ **MOTION TO APPROVE THE PROTECTION OF PERSONAL INFORMATION POLICY, WITH SUGGESTED CHANGES, BARBARA HILL. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.**

Cell Phone Policy: BCPL's Cell Phone Policy was last reviewed in 2007. This policy no longer reflects the capabilities of cell phones and needs to be updated. Carrie Herrmann presented a draft incorporating suggested changes from the March meeting.

- ✓ **MOTION TO APPROVE ELECTRONIC DEVICE POLICY, BARBARA HILL. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.**

**ACCOUNTANT'S REPORT:** Report will be submitted at our next meeting.

**ATTORNEY'S REPORT:** Negotiations continue on the offer for the Lents Branch

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

She presented a workshop at PLA on Project Outcomes. This highlighted how we use this tool internally to measure our programs.

Legislative update on issues affecting BCPL:

- Budget: The original budget did not include State Aid for public libraries. This is not critical for BCPL, but would have affected many libraries in the state. Several receive 90% or more of their budget through state aid and would have had to close. Through education of the Legislators State Aid was added back into the budget. The budget passed both the House and the Senate. The Governor vetoed the budget. The House and Senate overrode the veto. Now the Governor has until April 26<sup>th</sup> to exercise his line item veto power. As of now, State Aid is still in the budget.
- Pension Reform: Still working through the changes and how it will affect the library and individuals
- House Bill 406: Phases in pension contribution for employer. Goes from 19.18% to 21.49% instead of 28.05%. This is a \$200,000 difference for BCPL. House Bill 406 passed both the House and the Senate. The Governor vetoed the bill. The House and Senate overrode the veto.
- House Bill 556: The PVA provides the value of homes for Governmental Entities to apply their tax rate. This is their purpose. The PVA asked for a fee to be applied to each entity that received this information from their office. For BCPL, this fee would have been \$20,000. This bill died in committee
- Senate Bill 25: Currently, libraries can increase their tax rate up to 4% each year. When figuring the tax rate, libraries receive three rates from the Kentucky Department of Libraries and Archives—the current rate, the compensating rate and the 4% increase. The compensating rate is the tax rate that would receive the same amount of revenue as the previous year. Senate Bill 25 specified that if libraries asked for any rate other than the compensating rate, the Fiscal Court would have the ability to reject this. This bill died in Committee.
- Not sure of the bill number, it was introduced at the 11<sup>th</sup> hour: Currently, when there is an opening on the library board of trustees, we ask for applications. The Library Board reviews the applications looking for skills that are useful to the Library. They are looking for Library advocates. Two names are chosen for each open position. These two names are sent to the Kentucky Department of Libraries and Archives to review for possible conflict of interest. Once two names pass the check, KDLA sends those names to the County Judge Executive. The County Judge then interviews the candidates. He/She recommends an appointment to the Fiscal Court who votes to appoint someone to the Library Board. This bill would leave the Library out of this process and have the Fiscal Court appointment board members. This bill died in committee.

Local History is working on two grants:

**NEH Collection Assessment:** Holly Prochaska and student Alex Temple from UC's Preservation Lab conducted their site visit and have submitted their draft report to BCPL for feedback. The report covers short to long term recommendations for the direction of BCPL's archival collection (physical). The final draft will be sent to both BCPL and the NEH in April and will be the basis for future grant requests and Local History's strategic plan.

**Network to Freedom Curriculum Project:** Consultant Dr. Eric Jackson has assessed BCPL's African American Research Collection and has submitted proposed outlines for the curriculum project. By December, Dr. Jackson will have created a five-day lesson plan with associated lectures, discussion questions, activities and reading lists for an Underground Railroad in Boone County Teacher Workshop to be debuted in the summer of 2019.

The Library streamed our second program, the Holocaust Survivor, on Facebook live. We also took advantage of this program to test sli.do. This is a service that allows people to submit questions and people vote on what questions they would like to see answered. It was very well received and we plan to use it at our large programs.

We hosted our first Renaissance Faire and despite the bad weather had 200 people of all ages attend.

The Science in Play2Go Exhibit left in March. Over the three months 10,770 people visited the exhibit. In addition, we hosted 770 children at field trips.

On March 3<sup>rd</sup> BCPL hosted the 25<sup>th</sup> annual Northern Kentucky History Day at the Main Library. Two hundred historians, researchers, and genealogists attended the event, where eight speakers presented on topics including, but not limited to: the Rabbit Hash.

**REGIONAL LIBRARIAN'S REPORT:** Meeting was attended by regional librarian.

**NEXT MEETING:** Monday, May 21 at 4pm, at Main.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 5:00 pm, BARBARA HILL. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY. <sup>motion</sup>

Minutes taken by Shawn Fry

  
Secretary

  
President