

**CALL TO ORDER:** President Richardson called the meeting to order at 4:00pm at Main on May 21, 2018

**PRESENT:** Eric Richardson, President; Barbara Bardes, Vice-President; Barbara Hill, Secretary; Doug Hodnett, Chris Lange, Treasurer; Debra Pleatman, Attorney Ziegler & Schneider; Carrie Herrmann, Director, Stephanie Huhn, CPA Bramel & Ackley; Shawn Fry, Assistant Director; Amanda Hopper, Assistant Director

**PUBLIC COMMENT:** No public comments

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

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

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

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

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

**ACCOUNTANT'S REPORT:** Report from January was presented. March projection was discussed. The Library renewed two CDs in May.

**BUSINESS:**

Branch Update: Discussed HVAC issues and parking lot resurfacing at the Scheben Branch, Florence Branch roof leaks, and work being conducted at Chapin by the County. An update on the Hebron construction project was provided.

FY19 Capital Projects Budget: Carrie Herrmann presented the FY2019 Draft Capital Projects Budget and explained the need for each project.

- ✓ **MOTION TO APPROVE CAPITAL PROJECTS BUDGET WITHOUT FLORENCE MALL OUTLAY, CHRIS LANGE. SECOND, BARBARA HILL. APPROVED UNANIMOUSLY.**

FY19 Operating Budget: Carrie Herrmann presented five versions of the FY2019 Draft Operating Budget. Discussion regarding each version. Baseline: The budget before adding the Hebron Branch

- Draft 1: Includes 1 quarter of operating the Hebron Branch and a 3% raise for staff.
- Draft 2: Includes 1 quarter of operating the Hebron Branch, a 3% raise for staff, and 9 months of operating a location at the Florence Mall.
- Draft 3: Includes 1 quarter of operating the Hebron Branch and a salary schedule adjustment.
- Draft 4: Includes 1 quarter of operating the Hebron Branch, a salary schedule adjustment, and 9 months of operating a location at the Florence Mall.

The Board asked that Draft 1 and Draft three be presented at the June meeting with suggested changes.

**ATTORNEY'S REPORT:** Negotiations regarding the sale of the Lents Branch is ongoing.

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

She has several projects on hold as BCPL searches for and trains a new Facilities Manager—Florence Roof and the replacement CCOW are the two largest projects she has had to slow down.

At the Scheben Branch it appears that more work is needed on the HVAC system than was approved in the capital budget. It looks like we will need to replace the whole system.

At the Walton Branch the domino effect started by the damage to the cupola in March 2017, has finished. Additional computers have been added to the Branch. The additional section of shelving in the YTEEN

and TEEN areas has resulted in much-needed display space. The change has created a more natural flow of materials – from Beginning Readers to Adult Dvds. The Branch has retained the ability to quick-change the main floor for large family events and still kept the inviting stuffed chairs under the cupola. All good and user-friendly results.

Rich Webster, Digital Services Branch Manager, is working on a major app enhancement.

Carrie will be on vacation May 30<sup>th</sup> to June 10<sup>th</sup>.

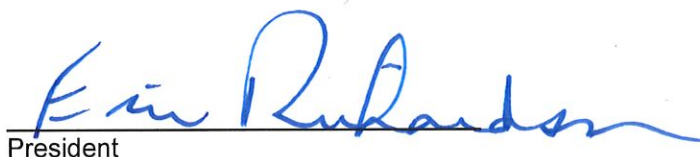
**REGIONAL LIBRARIAN'S REPORT:** The Regional Librarian's report was emailed to Board Members..

**NEXT MEETING:** Monday, June 18 at 4pm, at Main.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 5:40 pm, motion CHRIS LANGE. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry

  
Secretary

  
President