

**CALL TO ORDER:** President Eric Richardson called the meeting to order at 4:00pm at the Main Library on February 15, 2016 **PRESENT:** Eric Richardson, President; Pam Goetting, Treasurer; Sheree Breitholle, Secretary; Jim Henning; Debra Pleatman, Attorney Ziegler & Schneider; Carlyle Ackley, CPA Bramel & Ackley; Carrie Herrmann, Director, Lucinda Chandler, KDLA; Amanda Hopper, Assistant Director; Shawn Fry, Assistant Director. **PUBLIC COMMENT:** No public comment.

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

- **MOTION TO APPROVE THE AGENDA AS RECEIVED, JIM HENNING SECOND, PAM GOETTING. APPROVED UNANIMOUSLY**

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

- **MOTION TO APPROVE THE MINUTES AS AMENDED, PAM GOETTING. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**

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

- **MOTION TO APPROVE THE TREASURER'S REPORT AS RECEIVED, JIM HENNING. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.**

**ACCOUNTANT'S REPORT:** Carlyle Ackley reviewed financial information about collection of taxes. Expected to hit projected revenues this year.

**ATTORNEY'S REPORT:** Legislative update provided.

#### **BUSINESS:**

**Mid-Year Budget Adjustment:** As discussed at the January Board Meeting, a revised Capital Projects Budget and a revised Operating Budget was presented to the Board.

- **MOTION TO APPROVE REVISED OPERATING BUDGET, JIM HENNING. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**
- **MOTION TO APPROVE REVISED CAPITAL BUDGET, JIM HENNING. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.**

**Review Trustee Applications:** Two Trustee appointments expire June 2016. Two names must be submitted for each position. Board reviewed the applications.

- **MOTION TO SUBMIT A and I AS POSSIBLE REPLACEMENT FOR JIM HENNING, SHEREE BREITHOLLE. SECOND PAM GOETTING. APPROVED UNANIMOUSLY.**
- **MOTION TO SUBMIT F and J AS POSSIBLE REPLACEMENT FOR PAM GOETTING, SHEREE BREITHOLLE. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.**

**Strategic Plan:** A draft of the strategic plan was given to the Board for review at the January meeting. Board discussed the plan.

- **MOTION TO APPROVE STRATEGIC PLAN 2017-2020, PAM GOETTING. SECOND, JIM HENNING. APPROVED UNANIMOUSLY.**

**Policy Review:** Proposed changes to the Fund Balance Policy were presented to the Board. Carrie Herrmann will bring an updated policy to the March board meeting.

**Lents/Hebron Branch:** Letters were sent to local nonprofit organizations (i.e. Women's Crisis Center, VA, Brighton Center) inviting them to make an appointment to look at the books. So far three organizations have visited and taken materials. Once this is completed we will recycle the books left in

the building. The Lents Branch has been shown to 5 organizations/businesses. Feedback has been that the \$1.2 million price is too high--the building needs work. Tim Fritz and Carrie Herrmann have identified a \$150,000 grant for the new location to install Solar Panels. This is offered through EBSCO, a vendor we use for several services, as part of a green initiative.

- **MOTION TO MOVE THAT THE BOONE COUNTY PUBLIC LIBRARY GO INTO CLOSED SESSION UNDER KRS 61.810(1) ( c) TO DISCUSS POTENTIAL LITIGATION, JIM HENNING. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**

The Boone County Public Library Board went into closed session at 4:12 pm and exited closed session at 4:58 pm

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

Terry Manual has been named the Acting Commissioner for the Kentucky Department of Libraries and Archives. Terry is the Library Services Division Director at KDLA.

We received an Open Records Request for security camera footage for the exterior of the Scheben Branch. The requested record was provided in accordance with the requirements of the KRS.

We are watching developing issues with KYVL. With the latest round of budget cuts, they have temporarily suspended the Director's search and are watching carefully to see if they will have the funds to pay for the statewide databases at the negotiated prices. If their budget is cut as predicted, BCPL may incur a larger expense than currently budgeted to continue access to KYVL services.

BCPL has applied for 3 grants and an extension of 1 grant:

- Smart Investing @ Your Library extension grant—\$40,000 to continue the financial literacy programming at the Florence Branch. This will include funding the summer lunches, programming, 2 staff for the summer to coordinate the meals and programs, and purchase of store to be installed at Florence.
- FINRA Traveling Exhibit—This is a \$1,000 grant to have interactive stations to help teach financial literacy. This exhibit would be installed at Florence.
- NEH Landscapes in American History and Culture: Workshops for School Teachers grant--The NEH grant project period is Oct 2016-Dec 2017 and is in the amount of \$175,000. The grant covers two week-long sessions during July 2017. There will be 64 participants (teachers) from across the United States. Of that number several spots will be reserved for Boone County teachers.
- IMLS National Leadership Research Grant—This is a 3 year \$500,000 grant to partner with Boone County Schools and the University of Kentucky to study the longitudinal effect of our Summer Reading Program.

Facilities Manager is refining our Capital Projects timeline. This timeline tracks by branch when we believe end of life or updates will need to happen. It also includes a projected budget for each project. We continue to work on HVAC issues at both Main and Walton. Main's is related to our geothermal system that has not worked correctly from the beginning. Several issues have been identified. Walton's system is beginning to age. We are looking at updating the outdoor lighting at Main. Tim Fritz would like to switch to LED lights. Tim Fritz is looking at a lighting project for both Florence and Walton for the next fiscal year. Switching to new lighting systems could save the Library in utility costs and staff time.

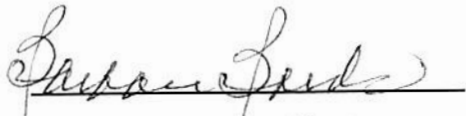
All locations of BCPL will open at 1 pm on Thursday, March 17th. This is the date of our spring Staff Development Day.

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

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

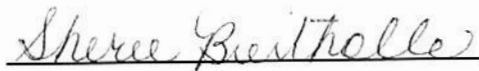
**ADJOURNMENT:** There being no further business, the meeting was adjourned at 6:07pm. JIM HENNING. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry.



~~Eric Richardson~~, President

Barbara Bordes, Vice-President



Sheree Breitholle, Secretary