

CALL TO ORDER: President Hill called the meeting to order at 4:04 pm at Main on May 20, 2019

PRESENT: Barbara Hill, President; Doug Hodnett, Vice-President; Chris Lange, Treasurer; Eric Richardson; Debra Pleatman, Attorney Ziegler & Schneider; Carrie Herrmann, Director, Stephanie Huhn; CPA Bramel & Ackley, Jennifer Timmerman, Youth Services Coordinator; Shawn Fry, Assistant Director

PUBLIC COMMENT: Don Volland presented information about the sale of the former Lents Branch

- ✓ **MOTION** FOR CLOSED SESSION UNDER THE KENTUCKY REVISED STATUTES 61.810, SECTION 1, SUBSECTION F, TO HOLD DISCUSSIONS OF THE SALE OF THE FORMER LENTS PROPERTY, DOUG HODNETT. SECOND, ERIC RICHARDSON, APPROVED UNANIMOUSLY.

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

- ✓ **MOTION** TO APPROVE THE AGENDA, ERIC RICHARDSON. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY

MINUTES: Minutes of the April meeting, were emailed to Board members

- ✓ **MOTION** TO APPROVE THE MINUTES, ERIC RICHARDSON. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.

TREASURER'S REPORT: A treasurer's report for March 2019 was shared with the Board.

- ✓ **MOTION** TO ACCEPT THE TREASURER'S REPORT, CHRIS LANGE SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.

ACCOUNTANT'S REPORT: Stephanie Huhn presented the financial statements for March 2019.

BUSINESS:

Surplus Materials: A list of equipment that is no longer in service will be presented to the Board. In accordance with government requirements, the Board must declare these items to be surplus before they can be disposed of. Most of these items are outdated or broken and will be disposed of in the trash. We will make every attempt to donate or recycle all usable surplus equipment.

- ✓ **MOTION** TO ACCEPT SURPLUS LIST, CHRIS LANGE. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.

Banking Resolutions: BCPL's banking documentation needs to be updated. Signature cards and other documentation were submitted for signing.

- ✓ **RESOLUTION** FOR BANKING DOCUMENTS TO BE UPDATED, DOUG HODNETT SECOND, ERIC RICHARDSON APPROVED UNANIMOUSLY.

Branch Update: Carrie Herrmann provided an update of work happening at all locations. Included in that update was three change order requests for the Hebron Branch.

- ✓ **MOTION** TO ACCEPT CHANGE ORDER 26, AT \$4,500 FOR A CONCRETE RETAINING WALL IN THE METER PIT NOT USING MODULAR BLOCK WALL, CHRIS LANGE. SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.

- ✓ **MOTION** TO ACCEPT CHANGE ORDER 28, AT \$7,020 FOR WALL COVERING IN THE YOUTH SERVICE AREA AS IS, CHRIS LANGE. SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.

- ✓ **MOTION** TO DENY CHANGE ORDER 29, AT \$29,666 FOR INCREASE IN ASPHALT COST AS IS, CHRIS LANGE. SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.

FY2020 Operating Budget: Carrie Herrmann presented the FY2020 Operating Budget.

- ✓ **MOTION** TO APPROVE OPERATING BUDGET PROPOSAL ADDING IN \$11,985 FOR LENTS, DOUG HODNETT. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.

FY 2020 Capital Budget: Carrie Herrmann presented the FY2020 Capital Budget

✓ **MOTION TO APPROVE CAPITAL BUDGET AS PRESENTED, ERIC RICHARDSON.**
SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.

ATTORNEY'S REPORT: Discussed work towards new Hebron Branch.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted: A large portion of her time last month was dedicated to the Hebron Branch, fine tuning the budget, budget meetings with Department Heads and writing the NEH Infrastructure and Capacity Building Challenge Grant.

Boone County Public Library's Local History Department received the *Local Government/Organization Award* at the 2019 Boone County Historic Preservation Awards. The award recognizes the continued dedication to the documenting, preserving, and interpreting Boone County heritage, including current and ongoing work relating to African-American heritage and the Underground Railroad.

The National Association of Counties (NACo) awarded BCPL a 2019 Achievement Award for its program titled "African Americans of Boone County Initiative" in the category of Arts, Culture and Historic Preservation. From the email I received, "Due to its exceptional results and unique innovations, your program has been chosen to receive the honor of Best in Category!" We will be recognized at the National Conference in July at a luncheon. The National Association of Counties (NACo) also awarded BCPL a 2019 Achievement Award for its program titled "Kentucky Local History Thesaurus Project" in the category of Libraries. BCPL also received a 2019 Achievement Award for its program titled "Read With a Teen" in the category of Libraries.

BCPL received a \$1,000 grant from Artswave to offer an all ages arts festival in the fall.

Carrie will be attending a Public Hearing on May 23rd in Walton. The owner of the property next to the land we own for the new Walton Branch, has requested a zoning change. Currently it is zoned commercial two. The owner would like to change the zoning to allow a three-story 60 unit senior apartment building.

Received an Open Records Request for camera footage of the Florence Branch parking lot from the Florence Police Department. During a routine pass through the parking lot, an officer found a stolen car. The footage was shared and the individual arrested.

The UFIR was sent to the Department of Local Government by the May 1 deadline. The DLG is still unable to upload the documents to the website so we will look like we are not in compliance.

The Scheben Branch is now a Passport Acceptance site. In April they accepted 57 passports. Three passports were done in March for a total of 60 since we began offering this service. They have also fielded 134 phone calls. This has translated to \$2,355.00 in revenue for BCPL.

Pat Yannarella, Information Services Coordinator and Main Branch Manager, has received the Volunteer Award at the 2019 Boone County Historic Preservation Awards on May 9th. The award recognizes her dedication in volunteering across multiple historic organizations in Boone County, including the Boone County Historic Society and the Boone County Chapter of the Daughters of the American Revolution. Pat also started the local history and genealogy work at BCPL.

Daviess County Public Library (Owensboro, KY) was the victim of a cyber-attack. 300,000 files were encrypted after a ransomware attack. The hackers asked for 6 bitcoin (\$30,947) which the library refused to pay. The library was closed for two weeks while they worked with backups and vendor companies to piece together data. They estimate they lost 5% of item records and all new card holders for a year.

Lynette Cookston, Reference Librarian at the Scheben Branch, will retire on July 31, 2019. She has worked for BCPL for 15 years

Pat Rowland, Circulation Assistant at the Scheben Branch, retired in April. She worked for BCPL for 14 year.

Julie Bockstiegel, Copy Cataloging Assistant at the Main Library, retired April 30, 2019. She worked for BCPL for 12 years.


REGIONAL LIBRARIAN'S REPORT: The Regional Librarian's Report was emailed to Board members,

NEXT MEETING: Monday, June 17 at 4pm, at Hebron branch.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:00 pm, motion ERIC RICHARDSON. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry


Secretary


President