

CALL TO ORDER: President Hill called the meeting to order at 4:05 pm at Main on February 18, 2019

PRESENT: Barbara Hill, President; Doug Hodnett, Vice-President; Kate McClain, Secretary; 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: Board viewed the video from Kelly Elementary,
<https://www.youtube.com/watch?v=pS0Vv8c0hRc&feature=youtu.be>

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

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

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

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

BUSINESS:

Hours: Carrie Herrmann requested that the Board amend the motion at the January meeting to read change hours to proposal 1, effective July 1. She would like the new hours to coincide with the opening of Hebron.

- ✓ **MOTION TO AMEND CHANGES IN HOURS, WHEN HEBRON BRANCH OPENS, DOUG HODNETT. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY**

Community Center on Wheels Bid: We have received bid for \$11,000 on the old CCOW.

- ✓ **MOTION TO ACCEPT BID OF \$11,000 FOR SALE OF CCOW, WITH MONEY BEING RETURNED TO THE CAPITAL FUND. DOUG HODNETT. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

Branch Update: Carrie Herrmann provided an update on projects and services at library locations. Included was an update on Hebron Branch Construction Project, including change orders for the project, a discussion of the three acres of land separated from the Hebron Branch by rerouting the road, and a discussion about naming the Art Gallery at the Main Library, The Curt Besette Art Gallery

- ✓ **MOTION TO NAME ART GALLERY AT MAIN AFTER CURT BESSETTE, CHRIS LANGE. SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.**
- ✓ **MOTION TO ACCEPT CHANGE ORDER 008 , CHRIS LANGE. SECOND, DOUG HODNETT APPROVED UNANIMOUSLY.**
- ✓ **MOTION TO ACCEPT CHANGE ORDER 009, ERIC RICHARDSON. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY.**
- ✓ **MOTION TO ACCEPT CHANGE ORDER 016, KATE MCCLAIN. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**
- ✓ **MOTION TO ACCEPT CHANGE ORDER 019, ERIC RICHARDSON. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.**
- ✓ **MOTION TO DECLINE CHANGE ORDER 020 , CHRIS LANGE. SECOND, DOUG HODNETT. APPROVED UNANIMOUSLY.**
- ✓ **MOTION TO ACCEPT CHANGE ORDER 021, KATE MCCLAIN. SECOND, ERIC RICHARDSON, APPROVED UNANIMOUSLY.**
- ✓ **MOTION TO ACCEPT CHANGE ORDER 022, KATE MCCLAIN. SECOND, ERIC RICHARDSON. APPROVED UNANIMOUSLY.**

Mid-Year Budget Carrie Herrmann provided a plan to move \$8,000 from 063000 (Hebron Grounds/Snow), \$1,150 from 065400 (Hebron Miscellaneous) and \$5,350 from 064000 (Hebron Janitorial) to 05005 (Professional Services Miscellaneous). This is a total of \$14,500. Over the years, we have added desks and rearranged areas on a case by case basis. This has led to overcrowding in some areas and inefficient work areas in others. She would like to use this money to have a Space Planner evaluate and give us recommendations.

- ✓ **MOTION TO APPROVE OF ACQUISITION OF SPACE PLANNER, WITH A MAX OF \$14,500, CHRIS LANGE. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY.**

Boone County Success by 6 update: Carrie Herrmann provided an update of the agenda for the February Boone County Success by 6 Board Meeting

Policy Review: The Department of Local Governments recommends that the Protection of Personal Information Policy be reviewed annually. Discussed changes to the Policy.

Auto Renewal: Discussion of Auto-Renewal, a service that automatically renews library materials that have not been requested by another customer and are eligible for renewal.

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

ATTORNEY'S REPORT: Debra Pleatman discussed the legislative session. SB25 is the only legislation that will affect the Library.

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

On February 14th, Barabara Hill, Becky Kempf, and I attended Public Library Legislative Day in Frankfort. We met with all 6 legislators that serve Boone County.

Samantha Walker has accepted the position of Business Services Coordinator. She began on February 4th and is currently in training.

I have been asked to sit on the Boone County Complete Count Committee for the 2020 U. S. Census. This committee consists of Judge Moore, the three Boone County Mayors, myself, and representatives from the Planning Commission, the Fiscal Court and the Cities of Florence, Union, and Walton

On January 31, the Library was the NKY Chamber of Commerce Member of the day. We were highlighted in their newsletter and on Facebook, Twitter and LinkedIn.

We have installed a system to have all of our servers backed up on-site to disk drives. This is to complement the off-site backup solution we already have in place. When Hebron comes online, this backup unit will be moved to the Hebron server room. This is to ensure that if disaster happens at Main, we will have a failover site.

In March we will move to twice a month Hebron Branch Construction Meetings. We will meet March 5th and March 19th.

A 2018-19 NPS Network to Freedom Grant request for \$6700 was submitted in December for the African American Historic Resource Sites Project, and in January, NTF allowed a revised budget based on the availability of additional funds. We increased our ask to \$11,700 to add a data specialist and Omeka-S data storage to the project. We were notified on February 15th that we had received the grant in the amount of \$11,700.

Consultant Dr. Eric Jackson, has made changes to the 2017 grant submission based on remarks by NEH and the package will be resubmitted at the end of February. This is BCPL's third application to the program and the NEH highly encouraged BCPL to resubmit. Due to how time consuming the application

process is, I agreed, but Dr. Jackson had to do the rewrites. No changes were made to the budget or the support letters. The curriculum in the NEH grant was revised based on the final curriculum project submitted to the NTF in December. The proposed budget for the project is \$167,000 for two one-week teacher workshops in July 2020.

The African American Historic Resource Sites Project is funded through a partnership between BCPL, Boone County Historic Preservation Review Board/Fiscal Court, and the Network to Freedom, and utilizing faculty and students from NKU (1 History undergrad and one Public History graduate. The finalized project will include a GIS database of surveyed resource sites and a GIS StoryMap of the sites located on BCPL's *Underground Railroad of Boone County* website. With Omeka-S, a database management platform, BCPL will consolidate multiple datasets housed in several spreadsheets into one online, fully searchable, integrated database of all of the African American data in Boone County. The purpose of the project is to create relationship links between people: enslaved to slaveholders; enslaved to cemeteries/burial sites; enslaved to their descendants; enslaved to other enslaved; enslaved to Underground Railroad activities and escapes; and people to areas of geographical significance. The database will support the *African Americans of Boone County* initiative as gateway to BCPL's ongoing research and provide a publically accessible research tool for genealogists and researchers interested in Boone County's African American history. BCPL is committed to permanently support the subsequent database as a component of the *Underground Railroad of Boone County* website.
<https://www.bcpl.org/railroad/>

Planning for the Borderlands Conference June 20th and 21st is underway. The two-day event will include a new bus tour featuring the UGRR in Rabbit Hash and Rising Sun, an evening reception at the Old Courthouse, a set of speakers on Friday, ending with a Chautauqua presentation at the end of the afternoon. The conference is open to the public and the registration/information webpage should be up by early March the latest.


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

NEXT MEETING: Monday, March 18 at 4pm, at Main.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:17 pm, motion ERIC RICHARDSON. SECOND, CHRIS LANGE APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry


Secretary


President Vice-President