

CALL TO ORDER: President Eric Richardson called the meeting to order at 4:03pm at the Main on October 17, 2016

PRESENT: Eric Richardson, President; Barbara Bardes, Vice-President; Sheree Breitholle, Secretary; Curt Besette, Treasurer; Sharon Elliston, Attorney Ziegler & Schneider; Carrie Herrmann, Director, Stephanie Huhn; CPA Bramel & Ackley

PUBLIC COMMENT: Florence resident spoke about the need to build a new branch at the old Florence Nursery property, near the current Florence Branch.

APPROVAL OF AGENDA: The agenda was previously emailed.

- ✓ **MOTION TO APPROVE THE AGENDA AS RECEIVED, SHEREE BREITHOLLE SECOND, CURT BESSETTE. APPROVED UNANIMOUSLY**

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

- ✓ **MOTION TO APPROVE THE MINUTES AS CORRECTED, SHEREE BREITHOLLE. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

TREASURER'S REPORT: The Treasurer's Report for **SEPTEMBER** was distributed through email.

- ✓ **MOTION TO APPROVE THE SEPTEMBER TREASURER'S REPORT AS RECEIVED, SHEREE BREITHOLLE. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

BUSINESS:

Lents/Hebron Branch: Carrie Herrmann provided an update of work towards relocating the Lents Branch. The contract with Huff Realty to sell the Lents Branch expires 10/21/2016. BCPL had originally signed a 9 month contract.

- ✓ **MOTION TO EXTEND THE CONTRACT WITH HUFF REALTY FOR 6 MONTHS BARBARA BARDES. SECOND, CURT BESSETTE. APPROVED UNANIMOUSLY.**

On November 1, Carrie Herrmann and Eric Richardson will meet with Judge Moore, Kevin Costello, Dr. Randy Poe and Jeff Earlywine regarding the Hebron property. There is an opportunity to collocate the Library, a Middle School and a park on the site. *Co-locate*

Library Staff met with HBM and Brandstetter Carroll regarding the stakeholder and community meetings. A draft summary of the information gathered was shared with Board Members and discussed.

ACCOUNTANT'S REPORT: Due to audit timing, there were no monthly statements to review.

ATTORNEY'S REPORT: Attorney's office returned the annual letter to the auditor.

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

During the Kentucky Library Association Conference, the acting State Librarian presented a report on KDLA. During that report, he announced that KDLA received a 9% cut in funding. In previous years, KDLA had absorbed these cuts without touching state aid. This year, they were given the mandate to pass this cut on to public libraries. So, BCPL will see a 9% cut in state aid. This year we budgeted \$44,788 in state aid. If my math is correct it looks like we will receive \$40,757 this year. 75% will be released by the end of December. 25% will be released in the Spring depending on additional budget cuts to KDLA.

Amanda Hopper, Becky Kempf and Carrie Herrmann will be in Atlanta October 18-21 for a Libraries Transform Communities Training. Kathy Reutman from Boone County Schools will join Library staff for this training.

During late September BCPL experienced quite a bit of connectivity issues. Cincinnati Bell had to replace several key pieces of equipment and pull fiber to replace a wire that had snapped due to being pulled too tight when first installed. In addition, they had some issues with a station in Fairfield, OH that caused issues in Northern Kentucky. As a result, Michael Savarino, IT Manager, is investigating a backup Time Warner Cable internet line that would be able to handle half the speed of our main Cincinnati Bell line. He recommends we use TWC as the backup because it is good practice to have two different types of internet pulled into your building—Cincinnati Bell is fioptrics and TWC is copper. This should be eligible for erate funding.

BCPL received the USAC Funding Commitment Letters for erate this month. For the two wi-fi hotspots designated to Outreach services we will receive \$489.31. For Internet access we will receive \$43,380

Tim Fritz will be attending the ABOS (Association of Bookmobile and Outreach Services) Conference in October with Lisa Sensale, Youth Services Outreach Manager, and Melanie Sperling, Adult Outreach Manager. They will have an opportunity to look at and speak with outreach vehicle vendors. The CCoW is approaching the end of its life. Our current plan is to review options for vehicles, review service priorities and issue an RFP by spring with delivery of the vehicle in FY2018. This will be a capital budget request part in the January midyear budget adjustment and part in the next fiscal year.

During November and December, BCPL will be participating in the state-wide "Drop Your Drawers at the Library" campaign. Libraries across the Commonwealth have partnered with their School Family Resource Centers to provide underwear for students who have accidents at school. We became aware last year that this is an issue for school systems. All underwear collected will stay in Boone County. We will run this very similar to the February Food for Fines initiative.

BCPL is partnering with Florence Rotary to do a Steinfeld Toy Foundation Drive. Steinfeld is a local organization that collects toys for Christmas and distributes them throughout Northern Kentucky. Due to the "Drop your Drawers" campaign in November and December, we will collect toys in October.

Ginger Stapp, Youth Services Associate at Scheben, presented with Belinda Taylor, from Boone County Schools, on our school library partnerships at the Kentucky Library Association (KLA) conference.

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

NEXT MEETING: Monday, 21 NOVEMBER at 4pm, at the Scheben Branch.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:17 pm, SHEREE BREITHOLLE. SECOND, CURT BESSETTE. APPROVED UNANIMOUSLY.

Minutes taken by Carrie A. Herrmann.



Secretary



President