

**CALL TO ORDER:** President Eric Richardson called the meeting to order at 4:00pm at the Main on August 15, 2016

**PRESENT:** Eric Richardson, President; Barbara Bardes, Vice-President; Sheree Breitholle, Secretary; Curt Besette, Treasurer; Chris Lange; Debra Pleatman, Attorney Ziegler & Schneider; Carrie Herrmann, Director, Stephanie Huhn; CPA Bramel & Ackley; Shawn Fry, Assistant Director; Amanda Hopper, Assistant Director; Sharon Franklin, Branch Manager, Lucinda Chandler; KDLA

**PUBLIC COMMENT:** *No public comment.*

**APPROVAL OF AGENDA:** The agenda was previously emailed.

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

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

- ✓ **MOTION TO APPROVE THE MINUTES AS RECEIVED, CHRIS LANGE.**  
SECOND, CURT BESSETTE. APPROVED UNANIMOUSLY.

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

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

**BUSINESS:**

**Walton Branch Hours:** Shawn Fry, Assistant Director, and Sharon Franklin, Walton Branch Manager, presented a plan to change the Walton Branch hours.

Current Hours

Proposed Hours

Monday	9-9	Monday	9-8
Tuesday	9-9	Tuesday	9-6
Wednesday	9-6	Wednesday	9-6
Thursday	9-6	Thursday	9-6
Friday	9-6	Friday	9-6
Saturday	9-5	Saturday	1-5
Sunday	Closed	Sunday	1-5
Total Hours	59	Total Hours	55

- ✓ **MOTION TO ALTER WALTON BRANCH HOURS AS PROPOSED TO BEGIN IN JANUARY 2017, SHEREE BREITHOLLE. SECOND, CURT BESSETTE. APPROVED UNANIMOUSLY.**

**Annual Report:** Review and discussion of key data points of the Boone County Public Library District 2016 Kentucky Annual Report of Public Libraries. This report is structured to be a snapshot in time at the end of the FY (June) and does not align with auditor's report due to accruals. This report also acts as our request for state aid.

- ✓ **MOTION TO ACCEPT ANNUAL REPORT, ERIC RICHARDSON.**  
SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.

**Tax Rate:** Stephanie Huhn presented budget projections based on the information received from KDLA and the Boone County PVA. She also reviewed historical tax rates and monies received based on those rates.

- ✓ **MOTION TO ADOPT THE TAX RATE OF 5.2 CENTS PER \$100 OF ASSESSED REAL PROPERTY FOR 2016, BARBARA BARDES SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

- ✓ **MOTION TO ADOPT THE TAX RATE OF 5.28 CENTS PER \$100 OF ASSESSED TANGIBLE PERSONAL PROPERTY FOR 2016, BARBARA BARDES SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

Auto/Watercraft Tax Rate: This rate was established in 1983 and, by statute, may not be increased. The rate is 3 cents per \$100 valuation.

- ✓ **MOTION TO ADOPT THE TAX RATE OF 3.0 CENTS PER \$100 OF ASSESSED AUTOWATERCRAFT FOR 2016, CHRIS LANGE. SECOND, CURT BESSETTE. APPROVED UNANIMOUSLY**

Lents/Hebron Branch: Carrie Herrmann provided an update of work towards relocating the Lents Branch. A contract from the Architectural/Engineering firm for the Hebron location was reviewed.

- ✓ **MOTION TO APPROVE CONTRACT WITH BRANDSTETTER CARROLL, WITH AMENDED SECTION 9.9, ERIC RICHARDSON. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

**ACCOUNTANT'S REPORT:** JULY report was shared

**ATTORNEY'S REPORT:** No official report

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

On August 9<sup>th</sup>, KYVL (Kentucky Virtual Library) was notified that the statewide courier had ceased operation. The courier is a third party contract to move Interlibrary Loan materials across the state by public, school and academic libraries. At this point we are having to ship items via the US Postal System, an unanticipated cost in the budget for this year. Preliminary calculations put this at \$365 per month for postage. We are still working out the cost of labels and mailers. KYVL is working to expedite the posting of an RFP through state channels. In addition to the added costs, libraries across the state are trying to find out what happened to materials in transit.

The Florence Branch is in desperate need of a new HVAC system. While we did our best to anticipate this cost when we created the budget in April, it looks like it will cost considerably more as we have uncovered other issues. More information will be shared as it becomes available.

The Community Events Team has begun to work on Adult Programming for retired adults. This is an emphasis for FY2017. They have identified the number of retired adult programs each location will host per month. In addition the team is very interested in starting a series called Creative Aging for both internal and outreach programs. To aid in planning this series the team has created a survey that will be available until September 30<sup>th</sup>. Carrie Herrmann shared the survey with everyone present at the meeting.

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

**NEXT MEETING:** Monday, 19 SEPTEMBER at 4pm, at Main Library.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 6:45 pm, BARBARA BARDES. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.

Minutes taken by Shawn C. Fry.



Secretary



President