

**BOONE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES September 23, 2010**

CALL TO ORDER: Pam Goetting called the meeting to order at 4:03 p.m.

PRESENT: Pam Goetting, President; Nancy Grayson, Vice-President; Jim Henning, Treasurer; Chris Grubbs, Secretary; Barbara Bardes; Carlyle Ackley, CPA; Greta Southard, Director; Carrie Herrmann, Public Service Coordinator; Sharon Elliston, Attorney.

AGENDA: The September agenda was previously emailed to Board members.

- ☒ **MOTION TO APPROVE THE AGENDA AS RECEIVED, JIM HENNING. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

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

- ☒ **MOTION TO APPROVE THE MINUTES OF THE AUGUST MEETING AS RECEIVED. BARBARA BARDES. JIM HENNING, SECOND. APPROVED UNANIMOUSLY.**

TREASURER'S REPORT: The Treasurer's Report for August was previously emailed to Board members.

- ☒ **MOTION TO APPROVE THE AUGUST TREASURER'S REPORT AS RECEIVED, JIM HENNING. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

BUSINESS:

Collection Development Policy. Greta Southard reviewed proposed changes to the policy, noting that the policy was first created in 1988 and last updated in 1998. The changes now recommended to the Board incorporate new media and identify media that the library no longer collects, such as VHS Tapes. Discussion included the process for reconsideration of an item and the Library's Internet Policy. It was recommended that an appendix be created of documents mentioned in the policy to provide easy reference to any ancillary documents.

- ☒ **MOTION TO ADOPT THE COLLECTION DEVELOPMENT POLICY AS AMENDED BY ADDING A REFERENCE TO THE INTERNET ACCESS POLICY WHICH GOVERNS INTERNET USE, CHRIS GRUBBS. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

Annual Report. Greta Southard reviewed the 2009-2010 Annual Report submitted to KDLA and provided a fact sheet highlighting key data for easy future reference. Discussion included key data elements, noting that circulation was up, program attendance was up and that card holders had increased; however, revenues are down. Staff is doing more with less, still providing services that the community needs and values as evidenced by the increase in usage.

Hebron Land Development Greta Southard reported that a developer has expressed interest in the property across the street from the Library's primary parcel on Rt. 237. The Board discussed taking a holistic view of the Library property in Hebron. Tasked the following subcommittee to evaluate land use experts and provide a hiring recommendation to the Board at the November meeting. Consultant to provide expertise in disposition of the land the library will not need for the construction of a new library in Hebron. Subcommittee consists of: Pam Goetting, Jim Henning and Barbara Bardes. Greta will provide the subcommittee with pertinent details related to the properties.

ACCOUNTANT'S REPORT: Carlyle Ackley distributed and reviewed the financial statements for FY2010 June, and noted that the auditors have begun their work. The auditor's report should be available at the next Board meeting. Carlyle also distributed and reviewed FY2011 July and August financial statements.

☑ **MOTION TO RETAIN ACCOUNTING FIRM BRAMEL & ACKLEY FOR THE FISCAL YEAR ENDING JUNE 30, 2011, JIM HENNING. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

ATTORNEY'S REPORT: Sharon Elliston advised the Board that the contract for the Walton property has been signed and that earnest money paid. The Library has a 90-day window after the contract signing to complete due diligence. Greta Southard reported that the architect does not envision having any problems going geothermal for the proposed Walton facility. However, to guarantee site suitability, Ehmet Hayes' recommended that we drill a test well at this time. The test well can be incorporated into the design of the final building. Sharon advised the Board that a local blogger has posted commentary that mentions the Library; no action is needed at this time; and there are no pending legal issues.

LIBRARIAN'S REPORT: The Director's report was previously emailed. Greta also advised the board that the Boone County PVA made a presentation to the Joint Committee on Local Government regarding the formula used to calculate tax rates; advised the Board that the Kenton County Friends of the Library will host a meet and greet for local legislators and library users on October 19; and she plans on registering for a Library Journal Design Institute co hosted with the South Carolina State Library and the Greenville County Public Library System. The one day educational seminar will be held November 9th in Greenville S.C.

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

NEXT MEETING: Thursday, October 21, 2010 at the Main Library.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:20 p.m. JIM HENNING. SECOND, CHRIS GRUBBS. APPROVED UNANIMOUSLY

Minutes taken by Greta Southard.

Chris Grubbs, Secretary

Pam Goetting, President