

CALL TO ORDER: President Hill called the meeting to order at 4:03pm, at the Florence Branch and Zoom conference on January 17, 2022.

PRESENT: Barbara Hill, President; Kate McClain, Secretary; Chris Lange, Treasurer; Don Trame; Dr. Eric R. Jackson, Vice-President; Debra Pleatman, Attorney Ziegler & Schneider; Carrie Herrmann, Director; Stephanie Huhn, CPA Bramel & Ackley; Jennifer Timmerman, Youth Services and Outreach Coordinator; Jennifer Cheek, PR Coordinator; Shawn Fry, Assistant Director

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

- ✓ **MOTION TO ACCEPT THE AGENDA, KATE MCCLAIN. SECOND, DON TRAME. APPROVED UNANIMOUSLY**

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

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

PUBLIC PRESENTATION: Omni Architects provided an update on the Programming Validation Process for the new building project.

TREASURER'S REPORT: Treasurer's report for November was emailed to Board members.

- ✓ **MOTION TO APPROVE THE TREASURER REPORT, CHRIS LANGE. SECOND, DR. ERIC R. JACKSON. APPROVED UNANIMOUSLY**

BUSINESS:

Policy Review: The Facilities Master Plan recommended that BCPL have a "Naming Rights Policy." This policy is a new policy for the Board Manual. This was the second reading of the policy.

- ✓ **MOTION TO ADOPT THE NAMING RIGHTS POLICY AS PRESENTED, CHRIS LANGE. SECOND, DR. ERIC R. JACKSON. APPROVED UNANIMOUSLY**

Bid Opening: On January 4th, the Library had a bid opening for Cisco Meraki Licenses. No one bid on the project. Staff have solicited quotes from three companies. Carrie Herrmann recommends that rather than rebidding the project the Library Board accept one of the quotes.

- ✓ **MOTION TO ACCEPT CORPORATE ARMOR FOR CISCO MERAKI LICENSES, KATE MCCLAIN. SECOND, DON TRAME. APPROVED UNANIMOUSLY**

Destruction Certificate: Per Records Retention Guidelines staff have identified documents that need to be destroyed. A list was supplied to the Board for approval.

- ✓ **MOTION TO APPROVE THE RECORDS DESTRUCTION CERTIFICATES, KATE MCCLAIN. SECOND, DON TRAME. APPROVED UNANIMOUSLY**

Senior Management Job Title Review: The HR Coordinator has recommended that Senior Management job titles be updated to match current industry standards. The HR Coordinator recommends that the Library Director's job title change to Executive Director and ~~the~~ all system-wide managers change the designation Coordinator to Director in the job title. This change ^{that} will not affect job duties or compensation.

- ✓ **MOTION TO SENIOR MANAGEMENT NAME UPDATES, KATE MCCLAIN. SECOND, DON TRAME. APPROVED UNANIMOUSLY**

ACCOUNTANT'S REPORT: Stephanie Huhn presented the November Financial Statements.

ATTORNEY'S REPORT: The OSHA/ETS has been suspended by the U.S. Supreme Court. Debra Pleatman provided an update on the Library Foundation.

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

Due to many issues, the Audit presentation and the mid-year budget requests have been moved to the February meeting. She has received the notification that the CERS rate will go from 26.95% to 26.79%. She was expecting a 12% increase so this is good news for the Library. The new rate will go into effect on July 1, 2022.

Carrie is working with the Directors of the Campbell, Cincinnati, Clermont, and Kenton County Public Libraries on a presentation for the KPLA Conference in March. The presentation is titled, "What Does it Mean to be a Public Servant in the 21st Century?" The Kentucky Public Library Association Annual Legislative Day has been moved to March 2nd. More information will be shared as it becomes available.

With the CDC updated quarantining guidelines that depends upon vaccine status, Carrie and HR have discovered that having the vaccination status of employees is very helpful to making decisions quickly about who is required to quarantine and who can continue working but must wear a mask. BCPL will continue to require employees to provide vaccine status and proof of vaccination status.

The last day for the Dinosaur Exhibit was Sunday, January 9th. The exhibit was packed up with help from a Jail crew and shipped to its next destination on January 12th. The next exhibit will arrive in May. In December, Hillary Delaney, Local History Associate, helped the City of Florence, in partnership with Viox & Viox, with historical research to support the relocation of a Kentucky Roadside Marker commemorating the Civil War "Skirmish at Florence." The marker is currently at the corner of US 42 & US 25, but will be moved to a new green space near the juncture of Shelby & Main streets, which is the perfect spot from a historical relevance standpoint.

Bridget met with the National Park Service and the Michigan Freedom Trail Commission regarding a special issue of Michigan Historical Review focused on the 1847 Kentucky Raids. Kentucky will be represented in an article written by Hillary Delaney, with contributions by local historians.

Carrie provided an update on the work towards creating the Boone County Borderlands Archives and History Center.

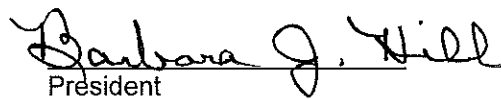
REGIONAL LIBRARIAN'S REPORT: The Regional Librarian's report was emailed to Board members

NEXT MEETING: Monday, February 21 at 4pm at the Main Library and on Zoom.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:40pm, motion, CHRIS LANGE. SECOND, DR. ERIC R. JACKSON. APPROVED UNANIMOUSLY.

Minutes taken by Carrie Herrmann


Secretary


President