

CALL TO ORDER: President Hill called the meeting to order at 4:03 pm, at the Main Library August 15, 2022.

PRESENT: Barbara Hill, President; Dr. Eric Jackson, Vice-President; Chris Lange, Treasurer; Don Trame; Emily Myers; Rob Ziegler, Attorney Ziegler & Schneider; Carrie Herrmann, Executive Director; Stephanie Huhn, CPA Bramel & Ackley; Dawna Bach, Public Service Director; Jennifer Cheek, PR & Marketing Director; Sherri Slavey HR Director.

OATH OF OFFICE: Rob Zieger administered the Oath of Office to Emily Myers

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

- ✓ **MOTION TO ACCEPT THE AGENDA AS AMENDED, DON TRAME. SECOND, DR. ERIC JACKSON. APPROVED UNANIMOUSLY**

PUBLIC COMMENT: Boone County Judge Executive Gary Moore presented a concept of collocating several services on one campus in Florence. Services being considered are the Library, Senior Center, Extension District, and Early Learning Center (Schools).

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

- ✓ **MOTION TO APPROVE THE MINUTES, DR. ERIC JACKSON. SECOND, DON TRAME. APPROVED UNANIMOUSLY.**

TREASURERS REPORT: There was not a treasurer's report due to the work to close out FY2022.

BUSINESS:

Open Records and Management of Records: The Open Records Act has been updated. All Board members received a copy and signed a proof of receipt.

Disclosure/Conflict of Interest Statement: The "Conflict of Interest Policy," the "Trustee Ethic's Policy," and the Disclosure Statement were distributed to the Board and receipt acknowledged.

Contact List: Carrie distributed a contact list for FY2023 and asked Board members to update information.

Banking Accounts Signatory Information: Banking account information needs to be updated. Forms were filled out and a copy of Trustee's drivers' licenses was made.

Branch Update: The bid opening for the electronic sign at the Main library is August 22nd. The bids will be presented to the Board in September. The Board discussed the presentation by Judge Moore and the Florence Branch property and plans. Staff continue to work on turning the Chapin Memorial Library into an Express location. BCPL received a \$100,000 grant to purchase and equip a mobile technology vehicle. It will be called the Mobile Boone Innovation Lab. The vehicle has been purchased and arrived August 10th. With the arrival of the vehicle we will post the two new Outreach positions that will staff this vehicle—a Full Time Creative Spaces Specialist and a part-time Creative Spaces Associate. The equipment is being purchased now. We hope to have the Mobile BIL on the road in the fall. We held a Public Forum about the new Walton location at the Walton Branch on July 28th. Many members of the community attended. Carrie shared updated renderings and plans with the Board. We have an updated construct estimate for the building. It was included in the Board packet. The building should go out to bid for a general contractor in October and break ground in January 2023. Construction is estimated to be completed in mid-2024. The next three meetings for the building project are:

- 08/23 at 1-4 pm at Omni Architects in Lexington to review interiors, door hardware, and architectural drawings
- 08/30 at 1-4 pm at the Walton Branch to review 60% MEP drawings, site drawings, and Interiors
- 09/27 at 1-4 pm at the Main Library to review 100% construction documents

KDLA Annual Report: Review and discussion of key data points of the Boone County Public Library District 2022 Kentucky Annual Report of Public Libraries. This report is due to the state library by August 27th. This report is structured to be a snapshot in time at the end of the FY (June 30th) and does not align with auditor's report due to accruals. This report also acts as our request for state aid should this return to the state budget.

- ✓ **MOTION TO APPROVE THE ANNUAL REPORT, DON TRAME. SECOND EMILY MYERS. APPROVED UNANIMOUSLY**

Election of Officers: In accordance with BCPL Bylaws, Officers serve for two years and elections are held in even numbered years. A slate of officers was presented—President, Barbara Hill; Vice-President, Dr. Eric Jackson; Secretary, Don Trame; and Treasurer, Chris Lange. All candidates accepted the nomination

- ✓ **MOTION TO APPOINT THE SLATE OF CANDIDATES, EMILY MYERS. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY.**

Tax Rate: Stephanie Huhn, accountant, presented budget projections based on the information received from the PVA and KDLA. She presented information on the compensating rate and a 4% increase.

- ✓ **MOTION TO ADOPT THE COMPENSATING RATES OF 5.39% FOR PERSONAL PROPERTY, 4.5% FOR REAL PROPERTY, AND 3% FOR AUTOWATERCRAFT FOR 2022/2023 FISCAL YEAR, CHRIS LANGE. SECOND DON TRAME. APPROVED UNANIMOUSLY**

Strategic Plan: Carrie presented a draft of the 2023-2026 Strategic Plan and asked for comments.

ACCOUNTANT'S REPORT: There was not a ^{financial} treasurer's report due to the work to close out FY2022.

FOUNDATION REPORT: Carrie reported that the Foundation Board met on July 20th and set the 3rd Thursday of the month at 4:00 pm as their normal meeting date. Nancy Grayson presented about how the Horizon Community Fund can assist the Library Foundation with fund raising and investing money. Jennifer Cheek, Library PR & Marketing Director, did a presentation on a Foundation logo and promotion ideas for the Foundation. The Foundation decided to set up an account at Heritage Bank.

ATTORNEY'S REPORT: Rob Ziegler is reviewing several policies for future presentation to the Board. The Board asked him to research and report back about public/private partnerships in Kentucky.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted a conversation she had with Jeff Earlywine, County Administrator, regarding Senate Bill 167. The Fiscal Court approved a resolution to adopt the alternative Library Board appointment method outlined in SB167 on August 9th. She expressed her opposition to the resolution. As a reminder this means that BCPL will continue with our usual method of Board recruitment. The judge will have the choice to appoint one of the recommended names or ask the Library for a new set of names. If the second set of names is rejected, the Judge, with Fiscal Court approval, can name whomever they want to the Library Board. This goes into effect January 1, 2023. At this moment, the next time BCPL will need to recruit new Board members in 2024.

Terry Manual, Kentucky Department of Libraries and Archives Commissioner, announced his retirement. His last day is August 31, 2022. Beth Milbourn will be the Interim Commissioner.

BCPL has been notified that we are one of seven libraries in Kentucky that will receive the Smithsonian Exhibit "Spark! Places of Innovation." This is a new traveling exhibit from the Smithsonian Institution that will look at innovation and invention in rural America. It will be in Kentucky June 17, 2023 through March 31, 2024. BCPL will be the kickoff location for Kentucky. The exhibit will be at the Main Library June 17, 2023 to July 23, 2023. BCPL received notification that we received the Network to Freedom Grant for \$5000 to help fund the *Dinsmore Homestead and the Road to Freedom Exhibit Project*. The research

project will create and install interpretive panels and outdoor signs on the Dinsmore Homestead property to document the African American experience on the site from 1840 through 1865.

The Main Library has begun the process to become a GED testing site. We estimate that by the fall we will be up and running. Kentucky has 112 testing sites. Seven of those sites are in public libraries, the highest percentage nationwide.

BCPL encourages full time staff to volunteer for the One to One Program sponsored by the Northern Kentucky Education Council on paid time. The one stipulation we have is that the student staff are matched with must be at a school in Boone County.


Over 670 rare books have been inventoried from the Caldwell donation, with approximately the same number left to be processed. The project is being completed with the help of volunteers. The majority of the collection will be sold to help fund Borderlands Archive and History Center initiatives. There are several Local History programs and exhibits planned throughout the fall, including an Underground Railroad bus tour scheduled for September 7th. The team continues work at the BC Courthouse Admin basement, to folder and label approximately 6700 documents to prepare for transfer to the Borderlands Archive. Over 4000 documents have been processed so far. Liza Vance, Local History Associate, created the virtual exhibit for the 90th anniversary of the Boone County Fair. The Archives Commission met in July. The commission is interested in pursuing a Kentucky Genealogical Society/ FamilySearch digitization project and a meeting with Susan Court will be scheduled for September


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

NEXT MEETING: Monday, September 19th at 4pm at the Hebron Branch.

ADJOURNMENT: There being no further business, the meeting was adjourned at 6:30 pm, MOTION, DON TRAME. SECOND, DR. ERIC JACKSON. APPROVED UNANIMOUSLY.

Minutes taken by Sherri Slavey.


Secretary


President