

CALL TO ORDER: President Eric Richardson called the meeting to order at 4:00pm at the Main Library on October 19, 2015

PRESENT: Eric Richardson, President; Barbara Bardees, Vice-President; Pam Goetting, Treasurer; Sherree Breitholle, Secretary; Jim Henning; Debra Pleatman, Attorney Ziegler & Schneider; Carlye Ackley, CPA Bramel & Ackley; Carrie Herrmann, Director; Shawn Fry, Assistant Director

PUBLIC COMMENT: None

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

- **MOTION TO APPROVE THE AGENDA AS RECEIVED, PAM GOETTING**
SECOND, JIM HENNING. APPROVED UNANIMOUSLY

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

- **MOTION TO APPROVE THE MINUTES AS RECEIVED, PAM GOETTING.**
SECOND, SHERREE BREITHOLLE. APPROVED UNANIMOUSLY.

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

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

BUSINESS:

1. **Audit Presentation:** John Chamberlin with Van Gorder, Walker, & Co, Inc. presented the FY2015 audit.
MOTION TO ACCEPT AUDITOR REPORT, JIM HENNING, SECOND, SHERREE BREITHOLLE.
APPROVED UNANIMOUSLY.

2. **Request for Qualifications:** A Request for Qualification for architect and engineering firms for the new location in Hebron was presented to the Board. There was a discussion about the timeline.

- **MOTION TO APPROVE REQUEST FOR QUALIFICATIONS AS MODIFIED, PAM GOETTING.**
SECOND, SHERREE BREITHOLLE. APPROVED UNANIMOUSLY.

ACCOUNTANT'S REPORT:

With the audit completed, the next meeting the Board will be presented with four months of reports.

ATTORNEY'S REPORT:

No new information to report.

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

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

Administration

On September 24th, a group of community stakeholders met with me to talk about our strategic plan. This group included individuals from Boone County Fiscal Court, Parks Department, the City of

Florence, Boone County Schools, and the Northern Kentucky Health District. I felt this was a very successful meeting. My plan is to present a draft of the plan at the December Board meeting.

Michelle Foster, IT Manager, has resigned. We have posted her position and are accepting applications now.

We have reduced the corporate limit on the Library credit cards. Annually the risk for our cards is reviewed by the bank, typically this is done and renewed automatically. This year, the Credit Analyst recommend a reduction from \$40,000 to \$25,000. This recommendation is based on the average usage in 2014 (\$9100) and 2015 (\$6800) as well as the High Balance in the past 12 months (\$14500).

We held our second Staff Development Day on September 30th. Evaluations are very positive and have some good ideas for planning our next one in March 2016.

Operations/Facilities-

Lents Branch:
The community stops are in place. We had a soft launch on October 15th. We have a stop at Remke's on the first Wednesday of the month from 5 pm to 7 pm; and at Lakeside Christian Church on the third Thursday of the month from 10 am to noon.
A sign was installed on September 22nd on the North Hebron property, "Future Site of Boone County Public Library."
Youth Services is working with the McDonald's near the Lents Branch to offer a book club after school. Evidently, when the teens stopped coming the Lents Branch they moved to McDonald's school. Youth Services is also working with Lakeside Christian Church to offer Programming in their facility.
A book sale for the public will be held on Saturday, November 7th at the Lents Branch.

Programming/Services

The Local History Department has been awarded the Thomas D. Clark Award of Excellence from the Kentucky Historical Society for their work on the Underground Railroad Project in Boone County. This award is presented to a local historical organization for outstanding achievement throughout the year.
A new show on PBS called *Inside Northern Kentucky* filmed a piece at the Library on October 12th about the Robot Zoo. It will be featured on the show in November.
The Robot Zoo has been very popular. We decided to explore traveling exhibits in the Library to increase program attendance and visitors to the building. On October 10th, the Main Library hosted "Star Wars Reads Day," an annual national event in libraries. Typically we see around 100 people attend this event. This year we saw 258. Individuals who came to see the Robot Zoo stayed for the program. Boone County schools were not in session Friday, October 9th or Monday, October 12th. Both days were very busy with people coming to view the Robot Exhibit.
Our first school Robot Zoo field trip was October 14th. We had 40 adults and children.

Miscellaneous

Kaitlin Barber, Local History Associate, received a Graduate School Reimbursement Tuition Grant from KDLA. The funds are from a grant KDLA received from the Institute of Museum and Library Services. She will receive up to \$2,000 per semester as she works on her MLS.

NEXT MEETING: Monday, November 16, 4:00 p.m. at SCHEBEN Branch Library.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:10 pm. JIM HENNING, SECOND, PAM GOETTIG, APPROVED UNANIMOUSLY.

Minutes taken by Shawn C. Fry.

Sheree Breitholle
Sheree Breitholle, Secretary

Eric Richardson, President

Eric Richardson, President

