

BOONE COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
MINUTES JANUARY 15, 2012

CALL TO ORDER: Pam Goetting called the meeting to order at 4:05 p.m.

PRESENT: Pam Goetting, President; Barbara Bardes, Vice-President; Chris Grubbs, Secretary; Charles Seal; Sharon Elliston, Attorney Ziegler & Schneider; Carlyle Ackley, CPA; Greta Southard, Director; Carrie Herrmann, Public Service Coordinator; Charlotte McIntosh, Regional Librarian, KDLA.

PUBLIC COMMENT: No public comment.

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

- ✓ **MOTION TO APPROVE THE AGENDA AS RECEIVED, CHARLES SEAL. SECOND, CHRIS GRUBBS. APPROVED UNANIMOUSLY.**

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

- ✓ **MOTION TO APPROVE THE MINUTES AS RECEIVED, BARBARA BARDES. SECOND, CHARLES SEAL. APPROVED UNANIMOUSLY.**

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

- ✓ **MOTION TO APPROVE THE TREASURER'S REPORT AS RECEIVED, BARBARA BARDES. SECOND, CHARLES SEAL. APPROVED UNANIMOUSLY.**

BUSINESS:

Mid-Year Budget Adjustments: Greta Southard proposed \$45,469 in operating fund adjustments and the creation of Capital Projects Budget of \$25,000. Of the proposed \$45,469 operating fund adjustments, \$29,000 are to addresses facility issues that have been identified since the FY2013 budget was passed. Additionally, several of the requested adjustments were to reallocate monies from one fund to another to reflect the actual expenses in those funds. As invoices have been paid staff has identified areas that have excess funds versus areas where invoices were more than anticipated during the initial budget planning process. The proposed Capital Projects Budget allocates interest income to support expenses for planning of the new Lents Branch.

- ✓ **MOTION TO APPROVE THE MID-YEAR BUDGET ADJUSTMENT REQUEST FOR FY2013, CHRIS GRUBBS. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

Lents: Greta Southard met with Kevin Costello, Planning and Zoning Commission. Currently the Lents site is zoned as Rural/Suburban. In order to build a library on that property he recommended that the library request a zone change to either Recreational or Public Facility. The Library should submit a letter to Planning and Zoning requesting a change in zoning to build a library. Once the zone change is approved by Planning and Zoning, the request is sent to the Fiscal Court for a vote of approval. Greta Southard has scheduled a meeting with Rob Hans, Kentucky Transportation Cabinet, to discuss better access to the library property from 237.

- ✓ **MOTION TO PURSUE ZONING CHANGE FOR THE LENTS PROPERTY FROM RURAL-SUBURBAN TO PUBLIC FACILITY TO BUILD A LIBRARY THROUGH COUNTY APPROVED PROCEDURE, CHARLES SEAL. SECOND, CHRIS GRUBBS. APPROVED UNANIMOUSLY.**

ACCOUNTANT'S REPORT: Accountant reported on the December 2012 financial statements. The library has 55% of the budget left to spend. Expenses have exceeded revenue by \$2,348,000. Carlyle

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Ackley is projecting that the Library will have approximately a \$600,000 deficit. We are ahead 2% over last fiscal year.

ATTORNEY'S REPORT: Sharon Elliston is tracking SB21, giving the Fiscal Court the ability to appoint who they want to the Library Board. It is currently in committee. The Legislature has convened until February. Sharon Elliston has been researching some of the questions asked regarding setting up a Library Foundation. She has learned that the IRS can take up to one year to approve 501c3 organizations.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Greta Southard highlighted that BCPL is in the process of filling out and submitting the necessary documents for e-Rate funding. The funding takes into consideration the participation in the school district's free and reduced lunch program. Last year, BC School District had 19,984 students and 6,238 (31.2%) of them qualified for free or reduced lunches. This year, the District had fewer students, 19,492, but more qualified for the free or reduced lunch program, 6,918 (35%). As a result of this change, BCPL will receive more money from the e-Rate program. This is, however, bad news for children in BC. Greta Southard also highlighted that the Kentucky Retirement System contribution for FY2013-2014 will be 18.89%. This is a slight decrease from the existing 19.55%. Trustee recruitment is under way. Applications are due January 31, 2013. Legislative Day will be February 20, 2013, if you are interested in attending please contact Greta. She also passed out a copy of the first Library blog post. Posts will be made the first and fifteenth of the month.

REGIONAL LIBRARIAN'S REPORT: The Regional Librarian's report was received as emailed to Board members. Charlotte McIntosh encouraged the Board to attend Library Legislative Day on February 20, 2013. She explained that Greta Southard sets up one-on-one appointments to speak with Legislators regarding library issues. These appointments are followed by a rally in the Rotunda where legislators speak about supporting libraries. Charlotte McIntosh also reported that State Auditor Edelen says that libraries are an example of a best practice for taxing districts and noted that Susan Hildreth, Institute of Museum and Library Service (IMLS) Director, says that Kentucky's funding system for libraries is the best in the nation.

NEXT MEETING: Tuesday, February 19, 2012, 4:00 p.m. at the Lents Branch.

ADJOURNMENT: There being no further business, the meeting was adjourned at 4:55 p.m. CHRIS GRUBBS. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.

Minutes taken by Carrie Herrmann.

Chris Grubbs, Secretary

Pam Goetting, President