

CALL TO ORDER: President Hill called the meeting to order at 4:04pm, Zoom conference on June 21, 2021.

PRESENT: Barbara Hill, President; Kate McClain, Secretary; Chris Lange, Treasurer; Debra Pleatman, Attorney Ziegler & Schneider; Carrie Herrmann, Director; Carlyle Ackley, CPA Bramel & Ackley; Shawn Fry, Assistant Director; Jennifer Timmerman, Youth Services and Outreach Coordinator; Don Trame; Eric Jackson

APPROVAL OF AGENDA: The agenda was emailed to Board members

- ✓ **MOTION TO APPROVE THE AGENDA, KATE MCCLAIN. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY**

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

- ✓ **MOTION TO APPROVE THE MINUTES AS AMENDED, CHRIS LANGE. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY.**

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

- ✓ **MOTION TO APPROVE THE TREASURER REPORT, KATE MCCLAIN. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY**

BUSINESS:

Emergency Manual Review: A review of the "Emergency Manual." This has been extensively rewritten over the last year.

Surplus Items: A list of furniture that is no longer in service was presented to the Board. In accordance with government requirements, the Board must declare these items to be surplus before they can be disposed of. Most of these items are outdated or broken and will be disposed of in the trash. Any items that cannot be donated will be sold on GovDeals

- ✓ **MOTION TO APPROVE SELLING OF SURPLUS ITEMS, CHRIS LANGE. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY**

Marketing Plan: A presentation of the Marketing Plan for FY2022.

- ✓ **MOTION TO APPROVE MARKETING PLAN, KATE MCCLAIN. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY**

FY2022 Meeting Dates : The Board discussed meeting dates and times for FY2022.

- ✓ **MOTION TO APPROVE 2022 MEETING SCHEDULE AS AMENDED, CHRIS LANGE. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY**

Boone County Broadband Project Invoice: An invoice from the Boone County Fiscal Court for the Boone County Broadband Project in the amount of \$300,000 was presented to the Board. Given the amount of revenue projected to be in excess of expenditures in FY2021, Carrie recommended that the Library pay the full amount earmarked for the project this fiscal year.

- ✓ **MOTION TO PAY THE FULL INVOICE OF _____ \$300,000 FOR BOONE COUNTY BROADBAND PROJECT, CHRIS LANGE. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY**

Policy Review: Carrie presented suggested changes to the "Membership Policy."

- ✓ **MOTION TO APPROVE THE CHANGE TO THE MEMBERSHIP POLICY, KATE MCCLAIN. SECOND, CHRIS LANGE. APPROVED UNANIMOUSLY**

ACCOUNTANT'S REPORT: Carlyle Ackley reviewed the financial report for April.

ATTORNEY'S REPORT: Debra Pleatman reported that she had reviewed several contracts for BCPL.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted that she filmed a video for the county about how the Boone County Broadband project is good for the Library and the community. On May 25th the Boone County Fiscal Court appointed Eric Jackson and Donald Trame to the Library Board. Their term begins on July 1, 2021. She received an Open Records Request for the current HVAC contract from Air Force One. This is a competitor to the company BCPL uses, Advanced Mechanical. We are waiting to see the results of two IT grants we have out before we choose a project for the FCC Emergency Connectivity Fund. One of the requirements is that we cannot combine grant funds with the ECF. The ARPA funds application has not been released yet, however, given the released guidance, Carrie is leaning towards using the funds for outdoor program spaces at all locations. One other possible use is funding a traveling exhibit. Several architectural firms have contacted me regarding when an RFP or RFQ for the new Walton Branch will be released. This is in response to the completion of the Facilities Master Plan and the articles in the *Cincinnati Enquirer*, *The Boone County Recorder*, *The Kenton County Recorder*, *The Campbell County Recorder*, and *Cincinnati.com*. The article was also the topic of discussion on WVXU on June 11th.

Some of the meeting rooms will be available to the public starting on July 15th. At this moment the Main Library and the Hebron Branch will open for community members to book on July 15th. The Scheben Branch will open after their carpeting project is completed. We need the space to store furniture while the project is happening. The Florence and Walton Branches are still evaluating the furniture that is currently stored in the meeting rooms at those locations. Once we have a decision on what to do with that furniture we will have an opening date for their meeting rooms. On July 1st One on one appointments will begin again and toys will return to the children's areas. The Scheben Branch will be closed August 15 to September 11 to allow for carpeting and painting. BCPL will serve as an AR testing site for the Boone County School System June 1-July 23. This allows students to practice reading and comprehension assessment somewhere other than at their school which has more limited hours. Concerts are returning to the Library this summer. There are two outdoor summer concerts at Hebron this year: Buzz Bin-Thursday, 7/22 at 7 pm. and The Sweet Beats-Thursday, 8/26 at 7 pm.

We are offering in person Storytimes at Boone Woods Park, Central Park & Arboretum, England-Idlewild Park, Walton Community Park, Kentaboo Park, Boone County Nature Center and the Hebron Branch Amphitheatre. *1,000 Books Before Kindergarten* continues to go well: 285 active readers; 416 registered readers; and 36,046 books read: 36,046. This program began in January.

Bridget Striker, Local History Coordinator, spent an evening in the Florence Cemetery sharing the history of who is buried in the cemetery and the symbolism of their tombstones during a Facebook Live event. 144 people joined us on the platform and we received quite a few questions, both during the event and as follow up. BCPL partnered with the Boone Conservancy on a grant application to the National Park Service (NPS) for the Rivers, Trails and Conservation Assistance program. This technical grant gives us the knowledge and expertise of the National Park Service to develop our conservation and passive recreation plan. The coordinator said our application was the number one application in the southeast region of the US because of its conservation focus. The project's award will be officially announced sometime in June with project start of July 2021. BCPL has committed resources towards developing heritage tourism along Boone's 39 miles of riverfront. Heritage tourism will consist of a mix of virtual and physical signage and exhibits.

Carrie reported that BCPL did not receive the AARP grant to install a history walking path at the Florence Senior Center. We hope to receive feedback to be able to write a stronger application for the next round.

Carrie recommended that the Library Board have a hybrid meeting in July. Those who want to attend via Zoom can continue to do this and there will be an in person option. The virtual attendees can be shown on the large screen in Meeting Room A at the Main Library. Judge Moore and the City of Florence have asked to speak to the Board at the July meeting.

Carrie asked for Board input on whether the new Federal Holiday, Juneteenth, should be a designated closed holiday or a floating holiday. This will be discussed at a later meeting.

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

NEXT MEETING: Monday, July 19 at 4pm Hybrid, at the Main Library and Virtual.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:31pm, motion, CHRIS LANGE. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry



Secretary

President

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