

**CALL TO ORDER:** Vice-President Jackson called the meeting to order at 4:03pm, at Main and Zoom conference on October 18, 2021.

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; Shawn Fry, Assistant Director; Jennifer Timmerman, Youth Services and Outreach Coordinator

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

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

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

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

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

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

**BUSINESS:**

**Oath of Office:** Boone County has changed the Oath of Office form that needs to be submitted to the County Clerk. New forms were filled out to be filed with the Boone County Clerk.

**Surplus Furniture and Equipment:** A list of equipment that is no longer in service was emailed to Board members. In accordance with government requirements, the Board must declare these items to be surplus before they can be disposed of. Many of these items are outdated or broken and will be disposed of in the trash. We will make every attempt to donate, sell on GovDeals, or recycle all usable surplus equipment.

- ✓ **MOTION TO ACCEPT THE SURPLUS EQUIPMENT LIST. CHRIS LANGE. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY**

**Delivery Van RFP:** We have received a quote for a replacement delivery van that is above the \$40,000 approved by the Board at the September meeting. The quote received is for \$42,275. The additional funds for the wrap can be taken from the vehicle operating budget line item.

- ✓ **MOTION TO APPROVE PURCHASE OF A DELIVERY VAN FOR \$42,275.00, KATE MCCLAIN. SECOND, ERIC JACKSON. APPROVED UNANIMOUSLY**

**Walton Building Project:** The Library received 5 proposals from architectural firms interested in designing the new Walton Branch. Library staff checked the references for the 5 proposals. A summary was presented to the Board. A discussion of the interview process to include 15 minutes for presentation by the firm and 15 minutes of questions from the Library Board.

- ✓ **MOTION TO INVITE THREE ARCHITECTS, OMNI, CHAMPIN, AND MSR, FOR INTERVIEWS AT THE NOVEMBER 15, 2021, BOARD MEETING AT THE MAIN LIBRARY, CHRIS LANGE. SECOND, DON TRAME. APPROVED UNANIMOUSLY**

**ACCOUNTANT'S REPORT:** Stephanie Huhn presented the June and July Financial Statements. The audit is in process. She shared information from BB&T about a suggested investment strategy.

- ✓ **MOTION TO INVEST \$1,000,000.00 IN THE BB&T ACCOUNT INTO LORD ABBOTT SHORT-TERM DURATION INCOME FUND, DON TRAME. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY**

**ATTORNEY'S REPORT:** It has been quiet.

**LIBRARIAN'S REPORT:** The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted: Staff Development Day is October 21<sup>st</sup>. All library locations will be closed. She will be presenting "The State of the Library" as a Zoom webinar at 2:00 pm and invited Board members to attend the virtual event.

At last month's meeting she mentioned that she had received a Request for Reconsideration of Library Materials for *Who Are You?* by Brook Pessin-Whedbee. The community member asked that the title be pulled from the children's section due to its treatment of gender identity. The BCPL committee reviewed the title and chose to move the book to the Parenting Collection due to its extensive parent/teacher guide in the back of the book.

Staff from Kelley Galloway Smith Goolsby, PSC were on site October 4-5, 2021, to work on the audit.

The Library received \$6,542.80 in the first round of Emergency Connectivity Funding for additional hot spots. Bridget Striker, Local History Coordinator, submitted a grant request for \$51,500 to the National Leadership Grant Committee to fund a pilot project to develop a workflow to digitize and make available to the general public hidden primary resource collections related to the African American experience in the Northern Kentucky region. As a collaborative effort between BCPL and NKU, the pilot project will be the model to then develop a more extensive regional project to include historical collections across a fifteen-county region. Holly Hall, Local History Associate, has begun working on an ALA *Let's Talk About It* grant proposal focusing on the suffrage movement. This is a reading and discussion project that will spark conversations about the women's suffrage movement. Twenty-five libraries will be selected in 2022 to receive materials and funding to lead the first *Let's Talk About It: Women's Suffrage* discussions.

We are starting on an asset tagging project at all locations. Once the items are tagged, we will create a database to track furniture. This will help us when we surplus items and give us a better way to communicate the information to the accountant. We discovered that the heating element on the new water heater at the Main Library was not working correctly when the health inspector would not let the Café open. The heating element has been repaired. The Café is now open. A semi ran through the height restrictor at the Hebron Branch and damaged the hinge pins. We have filed a police report. It was not an Amazon truck.


The development of the new app is slower than anticipated. The iOS version is currently being tested. Once the iOS is completed, we will begin to test the android version. The issue is with SirsiDynix. BCPL pays for access to the API. Comunico, the new app producer, pays for access to the API. SirsiDynix is not sharing the new API. They are only sharing the legacy API. At the moment we are testing a monthly full MARC record data dump with weekly delta dumps.

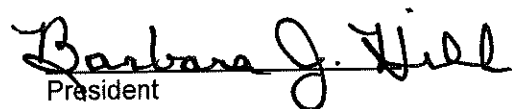
**REGIONAL LIBRARIAN'S REPORT:** The Regional Librarian's report was emailed to Board members

**NEXT MEETING:** Monday, November 15 at 4pm at the Main Library.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 5:37pm, motion, DON TRAME. SECOND, KATE MCCLAIN. APPROVED UNANIMOUSLY.

Minutes taken by Shawn Fry

  
Secretary

  
President