

CALL TO ORDER: President Barbara Hill called the meeting to order at 4:09 pm, at the Walton Branch on April 15, 2024.

PRESENT: Barbara Hill, President; Don Trame, Secretary; Dr. Emily Myers, Board Member; Rob Ziegler, Attorney Ziegler & Schneider; Stephanie Huhn, CPA Bramel & Ackley; Carrie Herrmann, Executive Director; Dawna Bach, Public Service Director; Sherri Slavey, HR Director; Jennifer Timmerman, Youth Services & Outreach Director; Jennifer Cheek, Public Relations & Marketing Director.

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

- ✓ **MOTION TO ACCEPT THE AGENDA, DR. EMILY MYERS. SECOND, DON TRAME. APPROVED UNANIMOUSLY**

PUBLIC PRESENTATION: Sharon Franklin, Walton Branch Manager, gave an update on her location's projects and services. Carrie Herrmann, Library Executive Director, recognized Sharon for 24 years of service to Boone County Public Library. Sharon is retiring on June 30, 2024.

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

- ✓ **MOTION TO APPROVE THE MINUTES AS AMENDED, DON TRAME. SECOND, DR. EMILY MYERS. APPROVED UNANIMOUSLY.**

TREASURERS REPORT: Stephanie Huhn presented the February treasurers report.

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

BUSINESS:

Chapin Memorial Library: Carrie presented statistics for usage at the Chapin Memorial Library covering November 2023 to March 2024. She presented the plan to staff the Chapin Memorial Library based on the 80 responses received and community input. CML will move to a Hybrid model. The location will be open 47 hours per week with access by scanning the library card. The locker system and computers will remain in place, and the collection will be an honor collection. Sixteen of those hours will be staffed by two part time positions. The Hebron Branch Manager will be the supervisor of CML and staff.

Walton Construction Project Update: As of March 31, 2024, BCPL has saved \$102,030.12. This is related to the Direct Purchase Orders that do not pay Kentucky's 6% sales tax. Staff met with Omni and Graybach on March 28th for a progress meeting and on April 11th for a site walk. The General Contractor moved the substantial completion date to July 2, 2024. The current Walton Branch will close on May 31, 2024. This will give staff the month of June and part of July to pack up the old location. July, August, and part of September will be used to set up the new building.

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. Items that are outdated or broken will be disposed of in the trash. We will make every attempt to donate or recycle all usable surplus equipment. Any items that cannot be donated will be sold on GovDeals.

- ✓ **MOTION TO SURPLUSS THE ITEMS PRESENTED TO THE BOARD, DON TRAME. SECOND, DR. EMILY MYERS. APPROVED UNANIMOUSLY.**

FY2025 Budget Draft: Carrie presented the FY2025 Draft Operating and Capital Project Budgets. A discussion about priorities for the budget identified services, spaces, and staff as the order of priorities. A request for a cost ratio of adding the new Walton location was made.

Hebron Land Use: Carrie shared the Hebron Land Use Study conducted in 2011. A discussion of the Drees presentation and the Boone Florence Water Commission land purchase. Decided to table until the May meeting.

ACCOUNTANT'S REPORT: Stephanie Huhn presented the financial report for February 2024.

ATTORNEY'S REPORT: Rob reported that he is working with the Boone County attorney regarding the Chapin Memorial Library MOUs.

FOUNDATION REPORT: The Foundation Board report was emailed to Board members. The Foundation met on March 21st. After paying for food, drinks, the trivia software, and the trophy, the foundation raised \$11,075. The March meeting was a debrief on the Trivia Fundraising event. They have decided to do the trivia fundraiser annually to raise funds for early childhood initiatives in March. This coincides with the BCPL Early Childhood Festival. Funds related to the fundraising agreement between Boone County Public Library, Boone County Public Library Foundation, and the Boone County Archive Commission have started to be received. To date, we have received \$5,500. The Foundation Board has moved to meeting every other month. The next meeting is scheduled for May 16th.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted she will be on vacation the week of April 29th. Summer Reading runs June 1 to July 31, 2024. You can see our PR video at <https://www.youtube.com/watch?v=BXWlutXC4IE>. Two of the three projects funded for FY2024 have spent all or almost all of their funds for the current cycle. The new "spring" cycle has been announced to managers. During the calendar year of 2024, we are highlighting a health issue each month. April's awareness campaign is Colorectal Cancer.

The Main Library is seeing a lot of customers where staff have to ask a bilingual staff member (in another department) for assistance or use a translation device. The need is frequently regarding computers or the notary service. Holly Hall, Local History Director, has been working with Keeneland to bring in a traveling exhibit called "The Heart of the Turf: Racing's Black Pioneers." The exhibit will be at the Main Library April 1- April 30, 2025. You can see information about this exhibit at <https://www.keeneland.com/keeneland-library/heart-turf-racings-black-pioneers> Staff are already brainstorming programming and collection ideas. The Art Company used for the Scheben Branch project assessed our Caroline Williams pieces that originally hung in the Florence Branch. They recommend that we photograph and reproduce the pieces at an appropriate size for our space on stretched canvas rather than trying to reframe the originals. We are waiting to hear back from a potential photographer. Dawna Bach has been working with the Local History department to identify the buildings in the murals and get more information on how they were created and selected for the library. The Main Library and Hebron Branch BIL murals are ready for installation (to be complete by June). The Walton Branch mural is still in the works (to be complete by August).

Carrie shared key metrics for March 2024.

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

PUBLIC COMMENT:


3 Community members spoke. One spoke about Chapin Memorial Library. One spoke about keeping green space at the Hebron Branch and asking who to contact to add a newspaper to the collection. One spoke about keeping green space at the Hebron Branch.

NEXT MEETING: Monday, May 20, 2024, at 4:00pm at the Main Library

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:38 pm,

- ✓ MOTION TO ADJOURN DR. EMILY MYERS. SECOND, DON TRAME. APPROVED UNANIMOUSLY.

Minutes taken by Sherri Slavey.


Secretary ~~FF~~ Vice-Chair


President