

## **BOARD OF TRUSTEES REGULAR MEETING**

**June 14, 2011**

**Cold Spring Branch**

### **MINUTES**

**CALL TO ORDER:** President Rebecca Kelm called the regular meeting to order at 4:30.

**ATTENDANCE:** Board members present were: Donald Grosenbach, Rebecca Kelm, Steve Trumbo, and Judy Voelker. Also present were Robert Jennings, Library Attorney; JC Morgan, Library Director; Darci Gressick, Human Resources Manager; Campbell County Judge-Executive Steve Pendery; Chris Bischoff, KDLA Library Construction Consultant; and Ehmet Hayes, Architect.

**REVIEW OF AGENDA:** No changes.

**INVITATION FOR PUBLIC COMMENT:** No comment.

**COMMENTS FROM JUDGE-EXECUTIVE STEVE PENDERY:** JC Morgan informed Judge-Executive Pendery that \$600,000 to \$1,000,000 in operating expenses will be required for the planned new branch and the Library will be looking to ask for a tax rate above the typical 4% increase in 2012. Judge-Executive Pendery advised the Board that property tax rates are used by the public to analyze government expenditures, but stated that the 4% that the Library has been consistently requesting is just allowing the Library to keep up with inflation. Judge-Executive Pendery encouraged the Board to clearly communicate the expansion of services to the community when seeking the additional property tax increase. JC Morgan shared with Judge-Executive Pendery the Boards' plans to hold community meetings to share the Library's plans for expansion and Judge-Executive Pendery expressed his support of that plan.

**ARCHITECT'S REPORT:** Mr. Ehmet Hayes and JC Morgan have met with three mechanical engineers and selected KLH for services related to the South Branch project; the next step will be to determine the civil engineer. Mr. Hayes and JC Morgan met with Soil and Conservation District to discuss their needs for the project. Mr. Hayes is currently evaluating the budget and working to draft a comprehensive budget. The next step for the South Branch project is to assign square footage components to the different pieces of the project; Mr. Hayes will provide an update at the next Board meeting.

**STATE LIBRARY CONSTRUCTION CONSULTANT OFFICER:** Mr. Chris Bischoff introduced himself and explained his role in the construction process. Mr. Bischoff informed the Board that KDLA is developing a proposal to present to the legislature regarding securing funds for specific Library construction projects, rather than seeking funds before specifying projects, and is asking the Board to file a Notice of Intent for this purpose. Mr. Bischoff discussed funding sources for the project and mentioned that the maximum fundraising for naming rights is 10% when bonding a project. Mr. Bischoff explained the difference in managing a construction project through a general contractor

versus a construction manager. Construction management involves a contract with a construction manager working directly for the Library and the construction manager packages the projects for bidding; the Library may use its own process for selecting a construction manager, but state law requires a bidding process when selecting a general contractor. Mr. Bischoff also discussed LEED certification and his opinion is that the increased costs associated with the paperwork required and the lack of public impact do not justify the expense.

**MANAGERS' REPORTS:** No managers were scheduled to report at this meeting.

**LIBRARY ATTORNEY'S REPORT:** Robert Jennings proposed adopting a tax rate of 6.8 cents per \$100 of assessed valuation of real property and 10.5 cents per \$100 of assessed valuation of personal property or a rate that would produce a 4% increase over the amount of revenue that would be produced by the compensating tax rate, whichever is higher. Steve Trumbo made a motion to adopt the proposed tax increase, Donald Grosenbach seconded the motion, and it passed by consensus. Robert Jennings will place the advertisements in the newspaper as required. Robert Jennings recommended the Board consider seeking a higher increase this year to prepare for the construction process rather than waiting for the next tax year. The Board discussed the implications and decided to postpone the discussion until next month.

**REGIONAL LIBRARIAN'S REPORT:** Charlotte McIntosh's report is attached.

**PRESIDENT'S REPORT:** Rebecca Kelm reminded the Board that the date of the August meeting has been moved to Tuesday, August 23, 2011. Rebecca Kelm shared with the Board that the branches are collecting change for Heifer International and encourage them to support the project. The Board discussed the location of the off-site meeting in September and asked JC Morgan to investigate the possibility of StoneBrook Winery for the location.

**LIBRARY DIRECTOR'S REPORT:** JC Morgan's report is attached; there were no questions about the report. JC Morgan further reported that:

- Senator Rand Paul came out in support of changes to the Patriot Act.
- McLean Library has accepted the offer of a sister library relationship. Brandy Babb and Donna Foster will be traveling to McLean Library July 18, 2011.
- Anne Abate has filed suit against Southwest Ohio and Neighboring Libraries and they have turned the suit over to their insurance company. JC Morgan has been advised that he may be subpoenaed or deposed in the case.

JC Morgan presented a list of Library property for disposal. Donald Grosenbach made a motion to approve the list of items for disposal, Steve Trumbo seconded the motion, all were in favor and the motion carried.

**COMMITTEE REPORTS:** None.

**UNFINISHED BUSINESS:** The furnishing bids for the Newport renovation project came in slightly higher than expected. There are no updates on the South Branch project in relation to the Soil and Conservation District.

**NEW BUSINESS:** The corner lot adjacent to the Library-owned property for the South Branch is available for purchase. The purchase price of the land could be rolled into the current refinancing options that are being considered and the total loan payment under those terms would be approximately \$100,000 per year less than the current monthly payment. The Board expressed their interest in JC Morgan and Robert Jennings pursuing negotiations for the property.

JC Morgan discussed the three proposals received for refinancing the Library's debt. Steve Trumbo made motion for JC Morgan to refinance at the most attractive terms available to the Library and borrow up to \$2.6 million to cover the existing debt and the purchase of the new land parcel for the South Branch, Donald Grosenbach seconded the motion, all were in favor and the motion carried.

The KDLA Notice of Intent paperwork was tabled until the next meeting

JC Morgan reviewed the management of the construction process and expressed his preference for independent oversight by utilizing a construction manager for the South Branch project.

**FINANCIAL REPORT:** Judy Voelker moved to approve the financial report, Steve Trumbo seconded, all were in favor and the motion carried.

**MINUTES:** Steve Trumbo requested that Senator Rand Paul's title be added to the minutes; Judy Voelker was in attendance at the meeting, her name needs to be added to the minutes. Steve Trumbo motioned to approve the minutes with the changes, Donald Grosenbach seconded the motion, all were in favor and the motion carried.

**NEXT MEETING:** Tuesday, August 23, 2011, 4:30 p.m. at the Newport branch.

**ADJOURNMENT:** Rebecca Kelm called the meeting to end at 6:57 p.m.

Respectfully Submitted,  
Darci Gressick, Human Resources Manager

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President

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Secretary