

CAMPBELL COUNTY PUBLIC LIBRARY
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BOARD OF TRUSTEES REGULAR MEETING
FEBRUARY 15, 2011
CARRICO/FORT THOMAS BRANCH

MINUTES

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

ATTENDANCE: Board members present were Rebecca Kelm, Donald E. Grosenbach, Judy Voelker, Angela Siddall and Steve Trumbo. Also present were JC Morgan, Library Director; Bill Donlin, Donlin and Associates; Brandy Babb, Interim Fort Thomas Branch Manager; Kiki Dryer Burke, Public Relations Manager; Linda Black, Business Office Assistant; Charlotte McIntosh, Regional Librarian; Darci Gressick, Human Resources Manager; and Dawna Haupt, Library Accountant.

REVIEW OF AGENDA: No questions.

INVITATION OF PUBLIC COMMENT: No comment.

AUDITOR'S REPORT: Bill Donlin of Donlin and Associates, Inc. reported that he had completed the audit of the library's finances for FY2009-2010. Bill Donlin passed out the draft of his report for the Board's review. Bill Donlin explained the report and the findings to the Board. No irregularities in the Library's financial statements were identified. The expenditures and reimbursements of the Director were also reviewed separately as part of the audit. No irregularities were discovered in the analysis of the Director's reimbursements or expenditures. The Board thanked Bill Donlin for his work on the report.

MANAGERS REPORTS: Brandy Babb Interim Branch Manager at the Carrico/Fort Thomas Branch reported that Ryan Stacy Adult Services Librarian had moved the Adult Book Club to the 1st Wednesday of every month as a brown bag lunch series. Brandy Babb also reported that the branches are now accepting credit cards, tax forms have arrived and the programmers are planning for Summer Reading. Brandy Babb also reported that she, Ryan Stacy and Christi Sommerfeldt had taught classes during the In-house Computer Training.

Brandy Babb reported to the Board that the book drop had to be re-keyed, a water heater had to be replaced and shelving was being removed to add additional space. Brandy Babb also reported that there had been a lighting problem to part of the building that had been previously repaired by Arc Electric. They returned and corrected the problem at no charge. Perfection Pest Control conducts regular visits to the branch and has found no problems.

Kiki Dreyer Burke asked the Board to look at and approve their READ posters. Kiki Dreyer Burke reported to the Board that the van wrap design is still in process. The delay is the fault of the van wrap company, Advertising Vehicles. The next issue of What Happening will be in mailboxes soon and contains a full page of the library "big" events such as National Library Week. Kiki Dreyer Burke reported to the Board the theme for National Library Week was "What Would Dewey Do?" The focus will be on promotion of the Dewey classification system with a survey for the patrons to fill out and a prize drawing at the end of the week. The prizes are dinner at Dewey's Pizza, a gas card and movie passes. Kiki Dreyer Burke also showed the Board flyers for Teen Tech Week that is March 6-12. The grand prize for this event is an iPod. Kiki Dreyer Burke told the Board One Book One Community event planning is moving along and the committee has settled on a book to feature. Kiki Dreyer Burke showed the Board flyers for the Fiscal Court Shred Day that will be on April 16th. Kiki Dreyer Burke reported that the parades will not have a theme this year. Tie dye shirts to match the van wrap will be worn by the employees walking in the parade and she will get pencils to hand out along the route.

PRESIDENTS REPORT: Rebecca Kelm explained the lunch retreat will be held on February 19th in the Boardroom at Cold Spring. JC Morgan explained that proper notice had been given to the newspapers and that notice of the meeting was displayed on the Library's bulletin boards.

CORRESPONDENCE: None.

ATTORNEY'S REPORT: Bob Jennings was not present.

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

LIBRARY DIRECTOR'S REPORT: JC Morgan's written report is attached. Judy Voelker had a question about the service contracts that were removed from the submitted revision to the General Policies. JC Morgan explained that the contracts are kept in the Business Office and renegotiated regularly. The list of contracts was removed as it was just too cumbersome to maintain. JC Morgan reported that Library Legislative Day on February 9, 2011, was very successful with 170 people attending and 44 counties represented. A discussion followed. JC Morgan reported that he attended a meeting of the Fiscal Court. There was a lot of interest and support for the library among the Fiscal Court members and the public in attendance. A discussion was held on whether to formerly approach

the Soil and Conservation Commission about the land they purchased that is located near the South Branch location. The Board gave JC Morgan permission to make contact about possibilities for a joint building project.

COMMITTEE REPORTS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: A vote was taken on the review of the General Policies Steve Trumbo moved for approval. Judy Voelker seconded. Motioned carried. Darci Gressick explained the changes in the review of the Personnel Policies Donald E. Grosenbach moved for approval on the review of the Personnel Policies. Angela Siddall seconded. Motion carried.

TRANS ACTION REPORTS: Steve Trumbo moved for approval of the financial reports. Donald E. Grosenbach seconded. All were in favor. Motion carried.

MINUTES: Angela Siddall moved for approval of the minutes from the January 18th, 2011 meeting. Steve Trumbo seconded. All were in favor. Motion carried.

NEXT MEETING: March 15, Tuesday 4:30p, Cold Spring Branch.

ADJOURNMENT: The meeting adjourned at 6:10p.

PRESIDENT

SECRETARY