

CAMPBELL COUNTY PUBLIC LIBRARY
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BOARD OF TRUSTEES REGULAR MEETING
JANUARY 18, 2011
NEWPORT BRANCH

MINUTES

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

ATTENDANCE: Board members present were President Rebecca Kelm, Judy Voelker, Steve Trumbo, Donald E. Grosenbach, and Angela Siddall. Also present were JC Morgan, Library Director; Bob Jennings, Library Attorney; Chantelle Bentley, Newport Branch Manager; Doug Williams, Technical Services Manager; Joanne Rentschler, Collection Development Manager; Charlotte McIntosh, Regional Librarian; and Linda Black, Business Office Assistant.

REVIEW OF AGENDA: No questions.

INVITATION OF PUBLIC COMMENT: No comment.

MANAGERS REPORTS: Chantelle Bentley reported on a recent bedbug incident at Newport involving a staff member. Chantelle Bentley explained the methods that Jerry Fields, Facility Manager and Perfection Company to treat the branch were the same. They are spraying the furniture and carpets. The staff is checking all items for infestation. Jerry Fields is purchasing spray bottles of alcohol for the staff to use on their clothing. Chantelle Bentley also reported that the Children's Outreach Position has been posted. Chantelle Bentley and Dave Anderson will interview applicants for the position. Chantelle Bentley created the position and explained that the job description may change after the position develops for a while. Chantelle Bentley reported to the Board that Valerie Davis, Newport Young Adult Librarian, had attended ALA in San Diego and had been appointed to chair the Young Adult Popular Paperback Committee.

Doug Williams reported that January is a historically slow month for Technical Services. Technical Services busy months are March, April, May, and June. One thing making January busier than normal this year is that Midwest Tape music orders have begun arriving pre-processed after quite a long delay. He received

the first shipment today and the process looks pretty good. Large orders should be coming in soon. Doug Williams reported that Brandy Babb is the Interim Branch Manager at the Carrico Branch for now. Brandy Babb is still taking care of items for Technical Services such as Ebsco purchase orders and invoices. Doug Williams also reported that Linda Black is doing well in her new cataloging position.

Joanne Rentschler reported that JC Morgan's increased budget for E-books was a great idea due to their popularity. Joanne Rentschler told the board that the book choice for this year's One Book One Community will be decided next week. Joanne Rentschler also reported that Kristi Graziani has been working on South Branch books and donated books. Rebecca Kelm asked about the Friends Book Sale. Joanne Rentschler reported that it had gone well. Joanne Rentschler also reported that Elizabeth Fisher Smith had been taking on more responsibilities, budgeting is doing well and Children's Librarians have been ordering.

PRESIDENTS REPORT: Rebecca Kelm reported that the Library Board's lunch retreat will be held on Saturday, February 19, 2011 at the Cold Spring Branch at noon and should last about two hours. Charlotte McIntosh will attend. Box lunches will be ordered. Attendance and food restrictions should be noted. A photographer will be present to get formal pictures of Angela Siddall and Judy Volker since their photos were not taken in November.

CORRESPONDENCE: None.

ATTORNEY'S REPORT: Bob Jennings reported that the dissolution of the Library's Construction Corporation was signed and filed with the Secretary of State. The Library will file these documents with its minutes and also keep a separate file with other financial records.

REGIONAL LIBRARIAN'S REPORT: Charlotte McIntosh's report is attached. Charlotte McIntosh encouraged everyone to attend Library Legislative Day on February 9.

LIBRARY DIRECTOR'S REPORT: JC Morgan's written report is attached. There were no questions on the Director's written report. JC Morgan reported that there were currently two positions open in the system. They are the Branch Manager position at the Carrico Branch and the Children's Outreach position. As of today there are eight applicants for the Branch Manager position and eleven for the Children's Outreach position. JC Morgan explained the classification, salary, educational requirements and benefits for the Children's Outreach position. Darci Gressick and JC Morgan discussed the surprisingly small amount of applicants for either position and will be looking to spread the job postings in some new outlets. JC Morgan told the Board that he had lunch with Pat Carrico today and that she is well. JC Morgan will attend the luncheon for Dr. Steely on January 31st. JC Morgan talked about Library Legislative day on February 9th.

Three legislators are confirmed for office visits that day. There will be a rally at noon in the rotunda. Rebecca Kelm encouraged everyone to attend. JC Morgan will go down the day before to drop off yellow scarves to be distributed to the legislators. He will help stage Room 113 early on the morning of February 9 for attendees. The Advocacy Committee will be distributing window clings and bookmarks to attendees. JC Morgan informed the Board that the Soil and Conservation District had purchased property that abuts our South Branch property on the southern side. JC Morgan mentioned that it would be a nice joint project for another relatively low-impact government organization like the Conservation District to join in the Library's building project. A discussion followed. JC Morgan showed the Board their READ posters. The Board decided that the background used in Rebecca's photo was best and that the solid white wording "READ" was best.

COMMITTEE REPORTS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Review of the General Policies will be discussed at the next Board meeting. Donald E. Grosenbach told the Board how impressed he was with Janet Arno and asked that a note of appreciation be placed in her personnel file.

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

MINUTES: Steve Trumbo moved for approval of the minutes from December, 21 2010 meeting. Donald E. Grosenbach seconded. All were in favor. Motion carried

NEXT MEETING: February 15, Tuesday, 4:30p, Carrico Branch

ADJOURNMENT: 5:40 p.

PRESIDENT

SECRETARY