

CAMPBELL COUNTY PUBLIC LIBRARY
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BOARD OF TRUSTEES REGULAR MEETING
October 19, 2010
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 Rebecca Kelm, Donald E Grosenbach, Steven Trumbo, 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 informed the Board about the staff changes at the Newport Branch. Marsha Nelson, formerly a shelver at Newport, is now the Library Courier, Misty Voges, formerly a shelver at Newport, went to Fort Thomas as circulation clerk. Kelsey Miskell and Phoniex Wilcox were hired as pages. The Children's Programmer Ashley Rose Sullivan left and was replaced by Sara Relajo. Chantelle Bentley also reported that three of her staff are on Regional, State and National Boards. Chantelle Bentley reported that the entire collection at the Newport Branch was inventoried on August 13th. Chantelle Bentley reported that the sump pump and lift station pipe has been repaired and a maintenance program has been set up. Chantelle Bentley reported that the painting is finished and the branch is looking good.

Doug Williams reported that the Polaris update from 3.3 to 3.6 was completed and had gone smoothly. Doug Williams has been appointed to serve on a Polaris Enhancement Committee. He explained the Polaris enhancement process to the Board. Doug Williams reported to the Board that Linda Black was a new employee in Technical Services.

Joanne Rentschler reported that One Book One Community is almost over. There is a traveling display at the Fort Thomas/Carrico Branch and on Friday November 5th the author will visit the Newport Branch at 7 P.M. Joanne Rentschler also told the Board she is continuing to add items to the South Branch. Joanne Rentschler commented that Nancy Herald, a volunteer, is a big help covering books and helping Christy Galbaugh with the Inter Library loans. Joanne Rentschler reported that she and Ryan Stacy were working together on the database committee. Joanne Rentschler also reported that the teacher collection is coming along.

PRESIDENTS REPORT: Rebecca Kelm reported that she had attended Staff Day and thought that the day had a great deal of value and was impressed. Rebecca Kelm suggested that the Board meet once a year for a lunch or afternoon meeting. This will be discussed at the November meeting.

CORRESPONDENCE: None.

ATTORNEY'S REPORT: None.

REGIONAL LIBRARIAN'S REPORT: Charlotte McIntosh's report is attached. Charlotte McIntosh encouraged everyone to apply for the Library license plate.

LIBRARY DIRECTOR'S REPORT: JC Morgan's written report is attached. There were no questions on the Director's written report. JC Morgan passed out Boss' Day gifts to the Board. JC Morgan reported that the library's audit will begin next week. JC Morgan asked the Board if the evaluation process used for his evaluation worked for the Board in the past year. The Board agreed that the previous system would be fine and that they would return the evaluations at the November meeting. Rebecca Kelm explained to Steve Trumbo that he could decide if he wanted to participate since he was new to the Board. JC Morgan talked about the Hearing on Bill HB44 and explained how the formula to compute the compensating rate works. JC Morgan explained to the Board that a new system for certifying trustees will begin in the spring. The certification will require five hours of training. The committee hopes to deliver the training through the internet. The Board asked that Linda Black and Joanne Rentschler leave the meeting while the Human Resources position was discussed with JC Morgan. The Human Resources Manager will begin working on a semi-full time basis. Linda Black returned and the meeting resumed.

COMMITTEE REPORTS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: JC Morgan revised a clause from the Board Policies and passed out a new version to the Board. Conflict of Interest statements were passed out to the Board to be signed, reviewed by the Library's attorney, and

then returned to Dawna Haupt to be kept at the library. A vote was taken on the review of the Board Policies. Angela Siddall moved for approval. Steven Trumbo seconded. All were in favor. Motion carried.

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

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

NEXT MEETING: (November 16, Tuesday, 4:30p, Carrico Branch/Fort Thomas Branch. Photos of the Board will be taken immediately after the meeting is adjourned.

Angela Siddall moved to adjourn. Donald E. Grosenbach seconded. All were in favor. Motion carried.

ADJOURNMENT: 5:50p.

PRESIDENT

SECRETARY