

BOARD OF TRUSTEES REGULAR MEETING
September 21, 2016
Newport Branch

MINUTES

CALL TO ORDER: President Cathy Howard called the regular meeting to order at 5:30 p.m.

ATTENDANCE: Board members present were: Cathy Howard, Paul Johnson, Christie Fillhardt, Carla Landon, and Tracy Smith. Also present were Louis Kelly, Library Attorney; JC Morgan, Library Director; Lucinda Chandler, Regional Librarian; Valerie Davis, Newport Adult/Teen Librarian; Teresa Payne, Newport Adult/Teen Programmer; Amy Bruce, Newport Children's Librarian; Doug Williams, Technical Services Manager; and Chantelle Bentley Phillips, Assistant Director.

INVITATION FOR PUBLIC COMMENT: No comments.

MANAGERS' REPORTS

Chantelle Bentley Phillips reported on the use and challenges of the Presidents Room including showing an AV cart with a dedicated computer for use by outside groups to keep up with the AV requests coming from these groups.

Valerie Davis reported on the research she did to find new ideas for prizes for this year's Summer Reading program. She reported that each week of Summer Reading had its own prize theme. The teens were able to hold onto their entries to get the weekly prize they wanted. Sharpies were the most popular prize. Valerie loved seeing how many hours of reading happened among the county's teens this summer -- 19,000 hours. One teen turned in two bookmarks a week. She reported the Adult/Teen Summer Reading committee is considering revamping adult prizes for next summer. Adults can be tricky to figure out due to their time restraints. Valerie then introduced Teresa Payne, Newport's Adult/Teen Programmer. Teresa has been with CCPL since 2007 and, most recently, worked as a part-time Reference Assistant at Cold Spring. Valerie also noted that Teresa was a teen attending programs during her second year at Newport. Valerie then provided the Board with some book suggestions. Those included the titles *The Sun is also a Star* by Nicola Yoon, *The Dark Army* by Joseph Delaney, *Nothing but Trouble* by Jacqueline Davies and *Lou Lou and Pea and the Mural Mystery* by Jill Diamond.

Amy Caswell, Newport's new Children's Librarian, reported that she moved to this area in February when she was hired as Newport's Adult/Teen Programmer. Since she began as the Children's Librarian at the end of August, she has been working on the collection and working on ideas for new programs to get and keep 8-12 year olds in our programs. She, Valerie, and Teresa will be working together on ideas to move tweens from children's programming into teen programming before we lose them around 9-10 years old.

Doug Williams discussed Newport's inventory which happened on August 12th. He reported that only 320 titles were missing. The 320 was mostly children's books that are odd sizes and easily hid. Originally 900 books were not inventoried but Lily Herald and her staff found all but the 320. He also mentioned the Polaris upgrade which happened on August 24th. Unfortunately, the upgrade created a problem with our filtering of computer sites through Envisionware.

ATTORNEY'S REPORT

Louis Kelly will report in Executive Session.

PRESIDENT'S REPORT

Cathy Howard reported on another comment from the Mike Fair Fan Club. The patron said Mike was incredibly helpful and tried to leave him a tip. A mother and son also left a note of appreciation for the World's Largest Storytime at Tower Park.

REGIONAL LIBRARIAN'S REPORT

Lucinda Chandler highlighted Banned Books Week in her report to the Board. She also reported that KDLA is still asking for libraries to fill out the summer reading survey. Lucinda mentioned the Association of Bookmobile and Outreach Services Conference that is happening in Covington in October. On September 27th, there is also a webinar for Trustees. Lucinda reported the tip of the month is on bed bugs and the legal considerations when patrons or staff are suspected of carrying them.

LIBRARY DIRECTOR'S REPORT

There were no questions about JC's written report. JC reported he wrote a letter to the editor about Banned Books Week -- always an interesting week in libraries. Aimee Newberry, the director of our Sister Library, will be in town for the Bookmobile and Outreach Services Conference which is a national level conference. While Aimee is here, she will get the computers we are donating to her library and may attend the October Board meeting. JC reported the Board will be meeting with our PR consultant on October 4th. There may need to be two meetings to get through all we need to cover.

COMMITTEE REPORTS

- Alexandria Satellite Exploratory Committee: This committee's first meeting is scheduled for next week on Wednesday, September 28th.

UNFINISHED BUSINESS: None

NEW BUSINESS

- Disposal of Surplus Materials: This month's disposal includes 2,267 items withdrawn from the collection. These disposed items will be given to the Friends of the Campbell County Public Library for their regular book sales. Jeff Prudencio is asking that we surplus 13 public computers that came from Fort Thomas and 10 former staff computers. We will give the 10 staff computers to McLean County Public Library and the

13 public machines will go to Habitat for Humanity. Paul Johnson moved to approve the disposal, Carla Landon seconded, all were in favor and the motion carried.

- Annual Report to KDLA: Christie Fillhardt moved to approve the report as presented, Paul Johnson seconded, all were in favor and the motion carried.

FINANCIAL REPORT AND MINUTES: Paul Johnson moved to approve the minutes and the financial reports as presented, Carla Landon seconded, all were in favor and the motion carried.

NEXT MEETING: Wednesday, October 19th, 5:30 p.m., at the Carrico/Fort Thomas Branch.

EXECUTIVE SESSION:

- Paul Johnson moved that the Board of Trustees of the Campbell County Public Library proceed into closed session under KRS 61.810(1)(c) to discuss litigation involving the Library, Carla Landon seconded the motion, all were in favor and the motion carried.
- Cathy Howard, Board President, announced that the Board of Trustees of the Campbell County Public Library would go into executive session at 5:58 p.m. to discuss litigation involving the Library.
- Paul Johnson moved that the Board of Trustees of the Campbell County Public Library end the closed session, Carla Landon seconded the motion, all were in favor and the motion carried.
- Cathy Howard, Board President, announced that the Board of Trustees of the Campbell County Public Library would return to open session at 6:14 p.m.

ADJOURNMENT: Christie Fillhardt moved to adjourn the meeting, Carla Landon seconded, all were in favor and the motion carried. Cathy Howard called the meeting to an end at 6:15 p.m.

Respectfully Submitted,
Chantelle Bentley Phillips, Assistant Director

Cathy Howard, President

Christie Fillhardt, Secretary