

BOARD OF TRUSTEES REGULAR MEETING

July 16th, 2013

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: Cathy Howard, Paul Johnson, Rebecca Kelm, and Angela Siddall. Also present were Louis Kelly, Library Attorney; JC Morgan, Library Director; Kiki Dreyer Burke, Public Relations Manager; Pam Vincent, Carrico/Fort Thomas Manager; and Chantelle Bentley Phillips, Assistant Director.

REVIEW OF AGENDA: No changes.

INVITATION FOR PUBLIC COMMENT: None

MANAGERS' REPORTS:

Pam Vincent reported that concrete work on a front section of the parking lot had begun today and should be complete by middle of next week. In August, the blacktop will be repaved in the back portion of the parking lot. She also reported that mobile shelving units had been ordered to replace the shelving in the children's area to better accommodate big events like the Signature Series. This shelving should be installed around mid-October. The shelving was purchased from KPC Architectural Products in Lexington. The Summer Reading Finale for Adults, Art After Hours, is next Friday, July 26th at the Carrico/Fort Thomas Branch. Jerry already has in place the new art hanging system on ends of the shelving ranges. This is a much better system for hanging art than we've used in the past and can be left in place without being noticeable. To brag on the staff Pam reported that on July 5th, they had had a power outage lasting 3 hours. The staff immediately reacted by pulling out flashlights for patrons to use to browse the stacks and to use at the desks. The building stayed open during whole time. The kids enjoyed it and viewed it as an adventure. Patrons commented and were impressed that the building remained open. Everyone was very patient with the situation and Pam was very proud of her staff.

Kiki Dreyer Burke reported that July is a slower time for the PR Department. Their busy time is in March, April and May leading up to Summer Reading. When Summer Reading starts in June, the branch staff is crazy busy but PR gets a breather and then prepares for the onslaught in September as programming begins again after the break in August. Currently, Kiki reported, she is working on updating the Crisis Communication Plan; adding section on social media and then updating and tweaking throughout the document. The next Signature Series kicks off on September 13th at Newport with Bluegrass artist Sierra Hull. In addition, annual report numbers are coming in for this fiscal year and PR will be creating a letter to the community with our statistics; numbers are up everywhere so it's pretty exciting.

ATTORNEY'S REPORT:

- 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, Cathy Howard seconded the motion, all were in favor and the motion carried.

- Rebecca Kelm, Board President, announced that the Board of Trustees of the Campbell County Public Library would go into executive session at 4:40 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, Angela Siddall seconded the motion, all were in favor and the motion carried.
- Rebecca Kelm, Board President, announced that the Board of Trustees of the Campbell County Public Library would return to open session at 5:15 p.m.

PRESIDENT'S REPORT: Rebecca Kelm reported that the library staff is really busy with Summer Reading and trying to handle busier desks because of Summer Reading while also trying to get in their own vacations. Paul Johnson reported that the Federal Retirees were putting together boxes for military men and women overseas at the Cold Spring Branch and would be interesting in learning of any names of any deployed military personnel to add to their list to receive boxes. He also reported that the group had been using Cold Spring's meeting room for years for this project and didn't know where they would be able to meet each year if it weren't for the library's meeting rooms.

REGIONAL LIBRARIAN'S REPORT: Charlotte McIntosh's report is attached. Charlotte mentioned that the Continuing Education classes mentioned in her report may not be of interest but the link provided could still be used to go to the CE calendar to find classes that are of interest.

LIBRARY DIRECTOR'S REPORT: No questions about written report.

COMMITTEE REPORTS:

Cathy Howard reported on the Board Member Selection Committee. The names approved during last month's Board meeting, two for the Newport vacancy and two for the Cold Spring vacancy, were now going through channels and we hope to have decision in month or two from the Fiscal Court.

UNFINISHED BUSINESS:

Board officer nominations: At the June Board of Trustees meeting, a new slate of officers was presented. Angela Siddall moved to approve the slate of officers for the new board positions: Paul Johnson as Treasurer, Steven Trumbo as Vice President, and Cathy Howard as President; Cathy Howard seconded the motion, all were in favor and the motion carried.

NEW BUSINESS: None

FINANCIAL REPORT: Paul Johnson moved to approve the financial report, Cathy Howard seconded the motion, all were in favor and the motion carried.

MINUTES: Cathy Howard moved to approve the minutes as presented, Paul Johnson seconded the motion, all were in favor and the motion carried.

NEXT MEETING: Tuesday, August 20th, 4:30 p.m. at the Cold Spring Branch.

ADJOURNMENT: Rebecca Kelm called the meeting to end at 5:25 p.m.

Respectfully Submitted,
Chantelle Bentley Phillips, Assistant Director

President

Secretary