

CAMPBELL COUNTY PUBLIC LIBRARY
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BOARD OF TRUSTEES REGULAR MEETING
JANUARY 19, 2010
CARRICO/FORT THOMAS BRANCH

MINUTES

CALL TO ORDER: President Dr. Ann Painter called the regular meeting to order at 4:30 p.m.

ATTENDANCE: Board members present were Dr. Ann Painter, Rebecca Kelm, Donald E. Groesenbach, Angela Siddall and Judy Voelker. Also present were JC Morgan, Library Director; Bob Jennings, Library Attorney; Karen Spitler, Carrico/Fort Thomas Branch Manager; Kiki Dreyer Burke, Public Relations Manager; Charlotte McIntosh, Regional Librarian; Bill Donlin and Sara Bin, Donlin and Associates; and Linda Black, Business Office Assistant.

REVIEW OF AGENDA: No questions.

INVITATION OF PUBLIC COMMENT: No comment.

AUDITOR'S REPORT: Bill Donlin of Donlin and Associates, Inc. introduced himself and Sara Bin. Donlin and Associates has completed its audit of the library's finances for FY2008-09. 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 a part of the audit. No irregularities were discovered in the analysis of the Director's reimbursements or expenditures. The Board thanked Bill Donlin and Sara Bin for their work on the report.

MANAGERS REPORTS: Karen Spitler commented positively on the new Library badges with the branch manager's names on them. Karen Spitler reported that Laura Stanfield the Children's Librarian will return from maternity leave on January 20th. Karen Spitler remarked that Joyce Emery had done a great job while Laura Stanfield was away. Karen Spitler explained that the teen area had been moved with the teens themselves doing a lot of the moving. Three new bulletin boards have also been installed in the branch for displays. Karen Spitler reported the work of the National Library Week Committee and the Emergency

Procedures Committee has been coming along nicely. Safety reminders are sent to the staff each month. Karen Spitler noted that January 24th is National Compliment Day. Karen Spitler told the Board about the Pierre Petrovic Memorial Bench which will be installed when the weather is better.

Kiki Dreyer Burke reported on the success of the Digital Bookmobile that was at Cold Spring in October. She explained how it would help patrons understand how to download books and music. Since the Digital Bookmobile had never been to Kentucky, the library had great press coverage. Kiki Dreyer Burke passed out flyers she had created. They included the Cold Spring Branch Lego display project, pajama story time, Speakers Bureau, a bookmark for the Friends, an invitation application to join the Friends, a children's programming brochure and a brochure for the spring Let's Talk about It series at the Carrico Branch. Kiki Dreyer Burke reported on the theme for Summer Reading which is "Make a Splash @ the Library". Kiki Dreyer Burke talked about the upcoming parades this summer. Kiki Dreyer Burke will be ordering more library cards and letterhead paper.

PRESIDENTS REPORT: Dr. Ann Painter had nothing to report.

CORRESPONDENCE: None.

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

ATTORNEY'S REPORT: Bob Jennings reported that there may be an appeal by one of the owners of the Riverchase Apartments in the suit against the Ovation Project. The Library has no liability in this suit.

LIBRARY DIRECTOR'S REPORT: JC Morgan's written report is attached. There were no questions on the Director's written report. JC Morgan stated that the library had received both the state aid grant and loan amortization grant for the Newport Branch. JC Morgan talked about plans for the Kentucky Public Library Association's Legislative Day on February 10th, 2010. The Board viewed the YouTube clip that promotes KPLA Legislative Day which was created by Ryan Stacy (Adult Services Librarian, Carrico/Fort Thomas). JC Morgan told the Board that he will be writing an introduction to the South Branch building program for Cindy Brown. She will be conducting three meetings at the end of February with staff members to gather their ideas for the South Branch construction. JC Morgan informed the Board that the Transit Authority of Northern Kentucky (TANK) is interested in constructing a Park and Ride under I -471 adjacent to the parking lot at the Newport Branch to be used for shuttles to the Reds and Bengals games. The lot could be used for overflow parking by the Library. TANK would also establish regular bus service during the day and weekends to the lot down the Sixth Street Corridor. The Board gave its approval for JC Morgan to continue talking with the TANK representatives about the project.

COMMITTEE REPORTS: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: A vote was taken on the review/revision of the General Policies. Rebecca Kelm moved for approval. Angela Siddall seconded. All were in favor. Motion carried. Judy Voelker moved to adopt the Model Procurement Code as outlined in KRS45A.345 to KRS45A.360. Donald E. Grosenbach seconded. All were in favor. Motion carried.

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

MINUTES: Rebecca Kelm moved for approval of the minutes from the December 15th, 2009 meeting. Angela Siddall seconded. All were in favor. Motion carried.

NEXT MEETING: February 16, Tuesday, 4:30p, Cold Spring Branch

ADJOURNMENT: 6:35p.

PRESIDENT

SECRETARY