

**BOARD OF TRUSTEES REGULAR MEETING**  
**July 19, 2011**  
**Newport Branch**

**MINUTES**

**CALL TO ORDER:** President Rebecca Kelm called the regular meeting to order at 4:38.

**ATTENDANCE:** Board members present were: Donald Grosenbach, Rebecca Kelm, Angela Siddall, Steve Trumbo, and Judy Voelker. Also present were Robert Jennings, Library Attorney; JC Morgan, Library Director; Darci Gressick, Human Resources Manager; Ehmet Hayes, Architect; Ian Koffler, Attorney from Peck Shaffer; Chris Bell and Todd Cooney from Fifth Third.

**REVIEW OF AGENDA:** No changes.

**INVITATION FOR PUBLIC COMMENT:** No comment.

**CLOSING OF REFINANCE LOAN:** Ian Koffler from Peck Shaffer was present for the closing of the refinance loan. Mr. Koffler read the summary of the resolution to refinance. Donald Grosenbach made a motion to pass the resolution, Judy Voelker seconded the motion, all were in favor and the motion carried.

**ARCHITECT'S REPORT:** Ehmet Hayes presented the current sketch studies of the building plan.

**MANAGERS' REPORTS:** No managers were scheduled to report at this meeting.

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

**PRESIDENT'S REPORT:** August meeting will be held on the 23rd. The September meeting will be held at StoneBrook Winery on September 20th at 5:30 p.m.

**LIBRARY ATTORNEY'S REPORT:** Mr. Jennings reviewed an array of tax rates available to the Board for 2011. JC Morgan recommended that the Board select the KDLA calculated rate that would result in a true four (4) percent increase in revenue – 7.4 cents per \$100 of assessed valuation of real property, 10.89 cents per \$100 of assessed valuation personal property, and 2.6 centers per \$100 of assessed valuation of motor vehicles. Judy Voelker asked for clarification on JC Morgan's plans future tax increase rates; JC Morgan recommended that the Board continue to seek a rate that would produce a four (4) percent increase in revenue in future years. Charlotte McIntosh explained to the Board that KDLA has changed their recommendation to reflect the new guidelines from the Department of Local Government. Steve Trumbo made a motion that the Board adopt the recommended tax rate, Donald Grosenbach seconded the motion, all were in favor and the motion carried.

**LIBRARY DIRECTOR'S REPORT:** JC Morgan's report is attached; there were no questions about the report. JC Morgan further reported that:

- Diane Katz sent a thank you note to the Library for the flowers and shared the note with the Board.
- The Library has had a nice response to the postcards designed to be sent to the Fiscal Court in support of the Library. The Library has offered to forward the completed cards to the Fiscal Court for those who do not want to mail them.
- The calculation of tax rates is being reviewed by Boone County PVA Cindy Arlinghaus and challenges are expected.
- Brandy Babb and Donna Foster are currently at McLean Library and their assistance is greatly appreciated. The McLean Library Director and County Judge-Executive (Kelly Thurman) will be attending our September board meeting. JC Morgan has also extended an invitation to Steve Pendrey to attend the meeting and asked that Judge Pendrey spend the next day with the McLean County Judge-Executive.
- Charlotte McIntosh provided tips and information regarding development of a mission statement.
- He is seeking volunteers for the Long Range Planning Committee. Rebecca Kelm volunteered her services.
- To comply with open meeting laws the public must be able to see and hear the actions of the Board. Charlotte McIntosh added that this prevents the Board from conducting business via email or phone.

**COMMITTEE REPORTS:** None.

**UNFINISHED BUSINESS:** JC Morgan reviewed the changes that have taken place in the renovations of the Newport branch and what remains to be completed.

JC Morgan presented the floor plan and materials samples for the renovation of the Carrico/Fort Thomas branch.

The Conservation District has rejected the proposal to share space at the South Branch for their operations. The Board encouraged JC Morgan to keep the lines of communication open with the Conservation District.

**NEW BUSINESS:** JC Morgan and Robert Jennings have negotiated a purchase price of \$275,000 for the additional section of land adjacent to the property for the South Branch. The only contingencies in the agreement are clear title, an easement for existing landscaping and signage for the neighborhood entrance, and a closing date no later than September 10, 2011. The Library will pay a prorated amount of the property tax on the property for the current year. A \$10,000 deposit will be made with the remainder paid at closing. Angela Siddall made a motion to approve the purchase of the land, Judy Voelker seconded the motion, and the motion carried.

JC Morgan recommended going with a general contractor rather than a construction manager for the South Branch project. Those services will be put out to bid.

JC Morgan requested the Board purchase a certificate of deposit with the \$22,000 surplus from collection development budget which will be used for the South Branch collection. Angela Siddall made a motion to approve the purchase of a certificate of deposit with the surplus funds, Judy Voelker seconded the motion, all were in favor and the motion carried.

Judy Voelker requested that one of the open community meetings be held at the Newport branch to make the meetings more accessible to the residents in the northern portion of the county. The Board agreed; a total of six community meetings will be held. The Newport meeting will be held in the evening.

Judy Voelker asked about for clarification regarding the timeline for construction of the South Branch. JC Morgan assured the Board that the timeline will be based upon the political and economic landscape.

JC Morgan explained that what appears to be large reserve in the financial report is actually used in the regular budget cycle to cover the operating expenses while waiting for the receipt of tax revenue in the late fall.

Strategies for dealing with lagging video circulation will be discussed at a future meeting.

**FINANCIAL REPORT:** Steve Trumbo moved to approve the financial report, Donald Grosenbach seconded, all were in favor and the motion carried.

**MINUTES:** Judy Voelker requested clarification of Chris Bishoff's statement regarding LEED certification. Steve Trumbo motioned to approve the minutes with the change, Angella Siddall seconded the motion, all were in favor and the motion carried.

**NEXT MEETING:** Tuesday, August 23, 2011, 4:30 p.m. at the Carrico/Fort Thomas branch.

**ADJOURNMENT:** Rebecca Kelm called the meeting to end at 6:30 p.m.

Respectfully Submitted,  
Darci Gressick, Human Resources Manager

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President

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Secretary