

BOARD OF TRUSTEES REGULAR MEETING
September 20, 2017
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, Carla Landon, Christie Fillhardt, and Tracy Smith. Also present were Louis Kelly, Library Attorney; JC Morgan, Library Director; Doug Williams, Technical Services Manager; Kiki Dreyer Burke, Public Relations Manager; and Chantelle Bentley Phillips, Assistant Director.

INVITATION FOR PUBLIC COMMENT:

- None

MANAGERS' REPORTS:

Chantelle Bentley Phillips reported on staffing changes at Newport. Heather Semelroth left at the end of June and was replaced in July by Megan Gillespie. Megan Gillespie took the Cold Spring Children's Librarian position on August 21. We replaced her with Nina Frondorf from Collection Services. Chantelle reported on the activities of the Staff Training and Orientation Committee; working on training for supervisors. Chantelle also reported on programming for the Deaf community.

Doug Williams reported on the staff changes in Technical/Collection Services. To replace Nina Frondorf, who moved to the Newport Children's Programmer position, he hired Leah Byers who is moving to Technical Services from her position as part-time Information Services at Cold Spring. Doug reported on the addition of Accelerated Reading/Lexile information to catalog records of our juvenile titles. Patrons may now do a keyword search by reading level to find books in our collection. Pam Posik assisted Doug Williams with this project. Doug also reported on Cold Spring's inventory.

ATTORNEY'S REPORT

Louis Kelly reported that the Court of Appeals has appointed Judges Denise Clayton, Sara Combs, and Debra Lambert. However, they have declined a hearing for oral arguments. We should hear something by the end of 2017 or the beginning of 2018.

PRESIDENT'S REPORT

Cathy Howard read a note from a patron who is excited about the Alexandria Branch and a note from a donor to the Capital Campaign. Cathy also reported that she loves the annual report to the community.

REGIONAL LIBRARIAN'S REPORT

We did not receive a report this month as the Regional Librarian has still not been replaced.

DIRECTOR'S REPORT

There were no questions about JC's written report. JC reported on the change in Board meeting date for November 2018. The meeting will be held on the second Wednesday of the month due to Thanksgiving

and will be a special meeting. He also reported on the HVAC issues at Newport with the strainer and heat exchanger.

COMMITTEE REPORTS

- Alexandria Satellite Exploratory Committee: JC showed pictures of the work being done at the Alexandria location. Barry Jolly estimated the cost for paint, carpet, electric, plumbing, and the upstairs fire doors will be \$24,000. The cost of the fire doors for the front entry will be \$14,000. With the added cost of the awning, we stand at about \$43,000 before the cost of furniture and shelving.

UNFINISHED BUSINESS: None

NEW BUSINESS

- Disposal of Surplus Materials: This month's disposal includes 1,103 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. We also surplused 10 computer monitors that are no longer needed. These monitors will go to the NKY Scholar House in Newport. Paul Johnson moved to approve the disposal, Carla Landon seconded, all were in favor and the motion carried.
- Resolution to Name the Alexandria Branch: Carla Landon moved to approve Resolution 2017-1 to name our new location the Alexandria Branch, Paul Johnson approved, all were in favor and the motion carried.

Louis Kelly administered the oath of office to Carla Landon as she has been re-appointed to the Board for her first full term.

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

NEXT MEETING: Wednesday, October 18th, 5:30 p.m., at the Carrico/Fort Thomas Branch.

EXECUTIVE SESSION: The Board did not proceed into Executive Session this meeting.

ADJOURNMENT: Paul Johnson moved to adjourn the meeting, Christie Fillhardt seconded, all were in favor and the motion carried. Cathy Howard called the meeting to an end at 6:21 p.m.

Respectfully Submitted,
Chantelle Bentley Phillips, Assistant Director

Cathy Howard, President

Christie Fillhardt, Secretary