

**BOARD OF TRUSTEES REGULAR MEETING**  
**August 19, 2020**  
**Online Meeting conducted via Zoom**

**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, Tracy Smith, Paul Johnson, Christie Fillhardt and Jon Cullick. Also present were JC Morgan, Library Director; Kiki Dreyer Burke, Public Relations Manager and Chantelle Phillips, Assistant Director.

**MANAGERS' REPORT**

Kiki Dreyer Burke reported that working for the library these past 16 years. It has been a wonderful experience and she can't thank the library enough for everything it has done for her. She added that she has learned many things while working at the library, even right up to the very end. Kiki reported that she and Andrew Moorhead are hiring some really great people and that the Communications Department will be in even better shape after she leaves. Cathy Howard mentioned that she is really impressed with the content of the newsletter every month. The rest of the Board members expressed how happy they are for Kiki but are sad to see her go. Paul asked about her plans for retirement. Kiki said that, to start, she plans to sort all of her recipes and that perhaps she and her daughter will collaborate on a children's book with Kiki writing and Allison illustrating.

**PRESIDENT'S REPORT**

Cathy Howard reported on the feedback received from our survey so far. It's been overwhelmingly positive. Our patrons appreciate our staff's helpfulness and the library going above and beyond to try new things. Ninety-seven percent of those who responded thought our response to the pandemic was appropriate and that we are providing a safe environment while still meeting our obligations to provide service. Jon Cullick added that he found it heartwarming that 65 percent of responders prefer to browse our physical collection. He added that it's an affirmation of the library's place in our community and he found it reassuring to read. Cathy added that many patrons would like us to keep curbside forever and they love that we pivoted programming to Zoom and thought the staff have been really level headed.

**REGIONAL LIBRARIAN'S REPORT**

Regional Librarian's written report is included in the Board packet.

**DIRECTOR'S REPORT**

There were no questions about JC's written report. JC reported that we've had about 900 responses to our survey. He added that he purchased a paid account to Survey Monkey to be able to accommodate a bigger response and that he anticipates doing more surveys to make sure we are on the right track. Paul Johnson asked about the Purdue Pharma bankruptcy, in particular about the collection of legal fees if there were a disbursement. JC reported that our attorney, Claire Parsons, said that if there was a disbursement their firm would be collecting fees based on the amount of disbursement. JC added that we at the bottom of the list for receiving any disbursement as all creditors are first. JC stated that he believed that any disbursement would be minimal and not worth our time to even fill out the paperwork so he declined to be part of the action.

## COMMITTEE REPORTS

- Board Member Selection Committee (Christie Fillhardt and Jon Cullick): JC reported that our two new members, Jessica Schweitzer and Maggie Brown, will attend next month's meeting. Paul Johnson moved to dissolve the committee, Tracy Smith seconded, all were in favor and the motion carried.

## NEW BUSINESS

- Disposal of Surplus Materials: This month's disposal includes 1,994 items withdrawn from the collection. The disposed items from our collection will be given to the Friends of the Campbell County Public Library for their regular book sales. Jon Cullick moved to approve the disposal, Tracy Smith seconded, all were in favor and the motion carried.
- Tax Rates for 2020: JC reported that the PVA reassesses property value on a cycle and sends an overall valuation of the taxable property in the county to the Kentucky Department of Revenue. The Kentucky Department of Revenue will then dispute or approve the valuation. After approval, the Kentucky Department of Libraries and Archives (KDLA) computes compensating rates and 4% rates for public libraries across the state. Our current tax rate is 7.5 cents per \$100 for REAL property, 7.5 cents per \$100 for PERSONAL property, 2.6 cents per \$100 for MOTOR VEHICLES. The motor vehicle tax cannot exceed 2.6 cents per \$100, the rate assessed in 1983. With the new calculations by KDLA, JC reported that 7.4 cents per \$100 will produce approximately a 4% increase in revenue. Adopting this rate will allow us to put back money in places we had to cut this fiscal year while still reducing our current rate for our taxpayers. This rate will provide us with approximately \$200,000 more in revenue. Christie Fillhardt moved to set the Library's ad valorem tax rates for FY2020-21 at 7.4 cents per \$100 for REAL property, 7.4 cents per \$100 for PERSONAL property, and 2.6 cents per \$100 for MOTOR VEHICLES, Paul Johnson seconded, all were in favor and the motion carried. JC reported he will submit the two required newspaper notifications to advertise the new rates, one on September 1 and then one on September 8. He and Cathy Howard will attend a tax rate hearing at the Fiscal Court Building in Newport at 4:30 pm on Sept 16 and then attend the Fiscal Court's regular monthly meeting to report our adopted rates.
- September Board Meeting: Paul Johnson reported that he's been investigating a place to hold the Board's annual dinner. He looked at Knotty Pine on the Bayou but they are limiting groups to six people. Brio can do it but he has not worked out the meal options. He was hoping to have that for this meeting so folks could select their meals. Cathy Howard said that she can connect with Grassroots and Vine about their space and cost. JC reported that we may hold the September Board meeting in the Presidents Room at Newport and then go to the restaurant. JC will invite whether new board members Maggie Brown and Jessica Schweitzer will attend an in-person meeting and dinner.
- Nomination of Officers: Paul Johnson moved to nominate the slate of new officers for the board:
  - Tracy Smith – President;
  - Christie Fillhardt, Vice-President;
  - Jon Cullick, Treasurer

Christie Fillhardt seconded, all were in favor and the motion carried. JC will ask Jessica Schweitzer about assuming the role of Secretary.

#### **UNFINISHED BUSINESS**

- Construction Report: JC reported that construction at both Fort Thomas and Newport is complete. There are some things at Cold Spring that remain unaddressed. JC is holding payment until all the work is done.
- Coronavirus update: JC talked about donations and book sales. There is no room to quarantine donations nor a way to sell books right now. He is talking about some possibilities to facilitate these activities at tomorrow's manager's meeting. JC added we will also be talking about expanding hours. Our hours are currently meeting demand. However, he is worried about meeting the needs of students. JC reported on our new Book Care Packages service and our new fall program plan. We will be reworking our offerings to include more Zoom and less YouTube. Plus, the branches will be working together to avoid having similar programs.

#### **FINANCIAL REPORT AND MINUTES**

- Paul Johnson moved to approve the minutes and the financial reports as presented, Jon Cullick seconded, all were in favor and the motion carried.
  - Destruction of Government Record for Recorded Video of July 15 meeting: Jon Cullick moved to approve the destruction of the recorded video from last month's meeting, Christie Fillhardt seconded, all were in favor and the motion carried.

**NEXT MEETING:** Wednesday, September 16, 5:30 p.m., at the Newport Branch.

**ADJOURNMENT:** Tracy Smith moved to adjourn the meeting, Paul Johnson seconded, all were in favor and the motion carried. Cathy Howard called the meeting to an end at 6:30 p.m.

Respectfully Submitted,  
Chantelle Phillips, Assistant Director

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Cathy Howard, President

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Christie Fillhardt, Secretary