



Campbell County Public Library

Board of Trustee's Meeting Agenda

February 17, 2021, 5:30p

Newport Branch

JC Morgan, Library Director

1. Call To Order
2. Review of Agenda
3. Public Comments
4. Manager's Reports
 - a. Noah Bartel (Alexandria Branch Supervisor)
 - i. Molly Walker (Alexandria Children's Programmer)
 - b. Melissa Yankee (Human Resources Manager)
5. President's Report (Tracy Smith)
 - a. Comments
6. Library Director's Report (JC Morgan)
 - a. Written report submitted
 - b. Telephone system and fire alarms
7. Committee Reports
8. New Business
 - a. Disposal of Surplus Materials
 - i. Withdrawn items from the library's collection
 - b. Review of policies
 - i. Personnel
 - c. Collection Analysis
 - d. Authorization for Unbudgeted Expenditure
 - i. Fire Alarm equipment
9. Unfinished Business
 - a. Coronavirus Update
10. Review/Approval of Financial Reports and Minutes of Last Meetings (January 20)
11. Next Meeting (March 17, Wednesday, 5:30p, Newport Branch/Zoom)
12. Adjournment

Open Meetings, Questions/Comments, and Documents

The Board shall always operate in accordance with the Kentucky Revised Statutes (KRS 61.800-850) that govern the public's right to attend all meetings, be informed of such meetings, and have open access to the records of the Library.

Those who wish to address the Board are asked to sign in prior to the meeting. Speakers are asked to limit their comments to two minutes.

If there are additional questions or concerns about the Library, please contact the director, JC Morgan:

Campbell County Public Library
ATTN: JC Morgan
3920 Alexandria Pike
Cold Spring, KY 41076
(o) 859-781-6166 x21
jcmorgan@cc-pl.org

Many of the Library's financial documents, prior board meeting minutes, and other information are available on the Library's website at www.cc-pl.org

Wording for Motions for Board to go into Closed Session

Board Member: **"I move that the Campbell County Public Library Board of Trustees proceed into closed session under [choose KRS from below and give reason]"**

- **KRS 61.810, Section One, Subsection b to discuss the purchase [or sale] of property for the Library."** Example reasons: "The reason is to discuss a counteroffer by the seller." or "The reason is to discuss the method of sale."
- **KRS 61.810, Section One, Subsection c to discuss litigation involving the Library."** Example reasons: "The reason is to discuss a settlement offer from opposing counsel." or "The reason is to discuss strategy for a potential lawsuit."
- **KRS 61.810, Section One, Subsection f to discuss a personnel matter which might lead to the appointment, discipline, or dismissal of an individual employee."** Example reasons: "The reason is to discuss hiring a new director." or "The reason is to discuss a disciplinary action taken last week." or "The reason is to avoid damage to the reputation of the individual whose actions may lead to dismissal."

< Call for second to the motion, majority vote needed to proceed.>

Board President: "The Board of Trustees of the Campbell County Public Library will now go into closed session at _____ pm to discuss <give reason stated above>"

<In closed session, only discussion may take place. No actions or official votes may be taken. Discussion must center on the reason for the motion to go into closed session. Motion must be made to proceed into open session and a vote must be taken to return to regular session.>

Board President: "The Board of Trustees will now return to regular session at _____ pm."

<There is no requirement that the minutes reflect any further action. If further action is to be taken, the appropriate motion must be made and recorded in the minutes.>