

BOARD OF TRUSTEES REGULAR MEETING
September 21, 2022
Carrico/Fort Thomas Branch

MINUTES

CALL TO ORDER

President Tracy Smith called the regular meeting to order at 5:30 p.m.

ATTENDANCE

Board members present: Tracy Smith, Jon Cullick, Jessica Schweitzer and Kelley Raleigh. Absent: Maggie Brown. Also present: JC Morgan, Library Director; and Chantelle Phillips, Assistant Director.

PUBLIC COMMENTS: None

MANAGERS' REPORTS

Chantelle Phillips reported on staffing at the Carrico/Fort Thomas Branch, the building's water main break and repair, new public computers and the installation of the new security camera software. She also reported on a PLA Digital Grant awarded to the library through Morgan Lockard-Ellis' efforts and working outreach events on the Book Bus.

PRESIDENT'S REPORT

President Tracy Smith had nothing to report this month.

DIRECTOR'S REPORT

JC Morgan asked if anyone had questions about his written report. Jon Cullick asked about the purchase cost of the Book Bus as reported in the annual report to KDLA. JC will correct that from \$50,000 to \$70,000. Jessica Schweitzer asked about the library's data backup procedures and why we didn't backup to the cloud. Jon commented on the Banned Books displays and particularly liked the Tough Topics display. JC reported that the tax rate meeting went smoothly. He also reported on the interviews for the open Communications Manager position. JC added that both candidates were good but for different reasons. We have scheduled second interviews with the Communications Department staff. JC reported on the offer we received to purchase a portion of the South Branch property. The person making the offer lives adjacent to the property on Parkside. They would like to purchase about two acres to build a shed for woodworking. The Board was not inclined to divide the property at this time.

COMMITTEE REPORTS

- None

NEW BUSINESS

- Disposal of Surplus Materials: This month's disposal includes 2,684 items withdrawn from the collection. We are also withdrawing older computers, battery backup equipment, monitors, printers and a server rack. The disposed items from our collection will be given to the Friends of the Campbell County Public Library for their regular book sales. The computers and other equipment will either be given to the Cincinnati Computer Cooperative or recycled through Habitat for Humanity. Kelley Raleigh moved to approve the disposal, Jessica Schweitzer seconded, all were in favor and the motion carried.

- Annual Report. Jon Cullick moved to approve the report, Jessica Schweitzer seconded, all were in favor and the motion carried.
- Approval of Certificates of Deposit and transfer to Capital Reserves: JC stated that he would like to take our two CDs that are up for renewal and renew them through Heritage Bank at a higher interest rate using a third party entity called Ameriprise. JC said that he would also like to add \$50,000 to the Capital Reserve CD at the same time. Jon Cullick moved to approve the renewal of the CDs and to add the additional amount to the Capital Reserves, Kelley Raleigh seconded, all were in favor and the motion carried.

UNFINISHED BUSINESS

- None

FINANCIAL REPORT AND MINUTES

- Jon Cullick moved to approve the minutes and the financial reports as presented, Kelley Raleigh seconded, all were in favor and the motion carried.

NEXT MEETING: Wednesday, October 19, 5:30 p.m., at the Alexandria Branch or through Zoom.

ADJOURNMENT: Jessica Schweitzer moved to adjourn the meeting, Kelley Raleigh seconded, all were in favor and the motion carried. Tracy Smith called the meeting to an end at 6:03 p.m.

Respectfully Submitted,
Chantelle Phillips, Assistant Director

Tracy Smith, President

Maggie Brown, Secretary