

Scott County Public Library Board of Trustees Minutes

July 08, 2014

Regular and annual meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:03 p.m. by President Duane Mills. Members attending were Michael W. Tackett, Alonzo Allen, and Dan Miller. Also attending were Barbara O'Hara, Director; Anne Van Willigen, Regional Consultant; Bruce Lankford, Attorney; and Jo Ann Offutt and Mandy Brooks, recording secretary. Steve Price, member of the public was also in attendance.

Public Comments: Steve Price addressed his concern to the board about losing the green space next to the library due to the current expansion plans. Mr. Price discussed the Scott County comprehensive plans and suggested using current vacant buildings instead of expanding the current facility.

Duane Mills addressed Mr. Price's concerns and thanked him for his comments and interest.

GENERAL CONSENT by board members to use the current SPGE terminology. The board also determined to follow meeting procedures prescribed by Roberts Rules of Order as provided for in the by-laws, specifically the modified parliamentary rules for small boards and committees. These rules allow for adoption or action without a motion by unanimous or general consent where there seems to be no opposition in routine business or on questions of little importance. Objections to using the general consent method on a particular action are considered in order. Appropriate changes will be made to the by-laws and other written items to replace STD terminology to SPGE terminology.

GENERAL CONSENT by board members to accept the minutes of the June 10, 2014 meeting as presented.

GENERAL CONSENT by board members to accept the June 2014 Treasurer's Report as presented.

Board members requested that only the Financial Overview, Income, and Expenditures portion of the Treasurer's Report be presented to the board members next month. In August, the Treasurer will receive the full financial packet and the remaining board members will receive the Financial Overview, Income, and the Expenditures portion. At that meeting, it will be determined if the board feels comfortable with this amount of information. If so, only the Financial Overview, Income, and Expenditures portion will be sent to the board members on a monthly basis with full financial reports reviewed quarterly.

MOTION by Duane Mills to accept the July 2014 Voucher as presented and to include the AT & T Mobility and KACo Benefits Group Health Insurance statements upon receipt. General Consent. There were no trustee or director expenses.

Building Expansion Plan: A short break was taken from 5:30-5:34 at which time, Monica Sumner and Mike Carroll of Brandsetter and Carroll joined the meeting. Monica reviewed the building project matters as distributed by Duane Mills. Monica will present different drawings of the expansion showing different parking and building placement options at the next construction meeting. Other items discussed were concerns with the Teen area, adequate storage space, inventory of sculpture and art items, arrangement of the staff area, and GED classes. The board assigned the project to inventory Sister City items, sculpture and art times within the library to Joann and Patti and requested the assistance Earline Arnett.

GENERAL CONSENT by board members to remove enclosing the tower from the conceptual drawing plans of the building expansion.

MOTION by Michael Tackett to keep the Community Room to the size listed on the conceptual drawing of 260 seats. General Consent.

MOTION by Dan Miller to keep the coffee shop listed on the conceptual drawing of the building expansion. Opposed by Alonzo Allen. Motion carried.

GENERAL CONSENT by board members to include a space in the conceptual drawing plans of the building expansion for a possible Friends bookstore.

GENERAL CONSENT by board members remove the fireplace from the conceptual drawing plans of the building expansion due to no existing gas lines in the library.

MOTION by Dan Miller for Mike Carroll to investigate the idea of placing a book drop in the middle of the cul-de-sac and to keep the existing book drop as is. Mike Carroll will contact Georgetown Fire Chief, Robert Bruin and the office of the Georgetown Scott County planning and zoning and report at the next building committee meeting. General Consent.

GENERAL CONSENT by board members for Barbara to continue to pursue the idea of an alternate location for library services during construction.

MOTION by Dan Miller to accept the basic design concept plan of the building expansion. General consent.

Public construction meeting will be held in September. Monica Sumner and Mike Carroll left the meeting.

MOTION by Michael Tackett to accept the bid from James Motor Company of Lexington in the amount of \$40,950.00 for a bookmobile. This price does not include shelving or paint. General Consent.

Tax Rate discussion has been tabled to the August meeting due to inadequate information. No action was taken on the evaluation of surplus items.

MOTION by Alonzo Allen to partner with Rebecca Johnson, Scott Co. Clerk, to conduct a voter registration here at the library. Opposed by Duane Mills. Motion carried.

The purchase of tablets for board members was discussed. When asked, Ann said that information can be sent and received electronically. She did recommend password protected features and policies should be written covering the use of tablets by board members.

MOTION by Duane Mills to move forward with the implementation of the acceptance of credit/debit cards for fines with Republic Bank as the chosen vendor. General consent.

Steve Price left at this time. (7:00)

Due to time constraints, the review of the long term plan was tabled until the August meeting.

Friends: The Friends held their annual membership meeting on June 22, 2014. Barbara reported that the Friends were raising their dues effective July 1, 2014. She also gave an expansion project report at the meeting.

Officers for 2014-2015 as follows:

Theo Leverenz – President

Cathie McGee – Vice President

Margaret Roberts – Secretary

Jeri Thomas – Treasurer

New board members include Beth Thompson and Doris Cooper. Remaining members are Emily Porter, Judith Brown, and Macy Wyatt. The Friends board will meet again. Wednesday, July 16, 2014.

Circulation Report: Circulation Report accepted as presented. Karoline Manny will begin to report the national trends vs local trends in circulation.

Regional Consultant's Report: Ann had nothing to report. She will email her monthly report to Barbara and Barbara will distribute to the board members. This is Ann's last meeting due to retirement. The board thanked her for all of her assistance and support.

Director's Evaluation: Michael reported the findings of Barbara's evaluation. Marks were satisfactory to very good. He reported that she is doing a great job overall and gave some pointers for improvement. Barbara distributed a list of her accomplishments.

Director's Report: Barbara reported that she has been asked to complete a term as Secretary for KPLA for 2 years, meeting quarterly. The board had no objections to her filling the position as long as she felt she could manage.

JoAnn Offutt who is retiring from the library July 31, 2014 was recognized for 23 years of exceptionally devoted service. Regional Librarian, Ann Van Willigen's retirement was also recognized.

Meeting adjourned at 7:18 p.m.

Secretary

Recording Secretary

Date

Date: