

SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

October 11, 2016

The regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:01 pm by Vice President, Rodney Vinegar. Members present included Becky Nelson, Jennifer Baldwin, and Ken Wright. Dan Miller was absent. Also attending were Barbara O'Hara, Director; Heather Dieffenbach, Regional Librarian; Mandy Brooks, Recording Secretary; Bruce Lankford, Attorney; Christie Robinson, Friends of the Scott County Public Library Board President; Judy Faris, Circulation Manager; Michael Stephens, Library Assistant; and Tyler Anderson, Interim Technology Manager.

Public Comments: None

SCPL Success Stories: Judy addressed the board with a few exciting stories regarding the events and interactions that took place at the circulation desk during the month of September which was Library Card sign-up month. Judy spoke of a young lady who was new to the area who came in to sign up for a Library card. With that card she was able to get help with study materials and take a test for a new job. This young lady came back in to report that she was so grateful for the help she got at the Library because she was offered the job!

Michael Stephens then addressed the board by inviting them to come to the Boo Wow program on October 30th. It is a canine costume contest and this is the third year for the event. Michael expects a great turn out!

Michael and Judy then left the meeting.

Security & PA System: Tyler updated the board with what is going on with the buildings security. The old security cameras are currently not working due to a broken part. Sonitrol will fix this issue pending board approval of the work.

MOTION by Jennifer to approve fixing the cameras. Second by Becky Nelson. Motion carried.

Tyler then discussed the need for a PA system in the Library. Due to the space being much larger, notifications that go throughout the building especially in severe weather is important.

MOTION by Ken to approve installing a PA system with the inclusion of the outside patio areas. Second by Becky Nelson. Motion carried.

Tyler then left the meeting.

Health Insurance: Barbara notified the board that the deadline to make the insurance changes has passed for renewals in January.

MOTION by Becky Nelson to approve the regular monthly meeting minutes. Second by Ken Wright. Motion carried.

Friends: Christie reported that the Friends will have a book sale on October 22nd from 9-4 and she hopes to have a good turnout. Since the bookstore opened, the Friends have seen a 2-3% increase in their sales and an increase in membership which is pleasing. They are gearing up for the return of their annual Christmas auction which had been put on hold due to the construction. Christie left the meeting at 5:17pm.

MOTION by Becky Nelson to approve the Treasurer's report. Second by Ken Wright. Motion carried.

Review of Director/Board Member Expenses: None

MOTION by Jennifer Baldwin to approve the voucher. Second by Becky Nelson. Motion carried.

Circulation Report: Barbara reported that the stats continue to increase and the Library has made a push to increase patron usage at the kiosks in Sadieville and Stamping Ground.

Building Maintenance/Security Report: No other issues to report. Tyler discussed the cameras and PA system at the beginning of the meeting.

Unfinished Business: The board discussed the changes made to the travel/education that were suggested at the last meeting.

MOTION by Jennifer Baldwin to approve the revised travel/education policy. Second by Ken Wright. Motion carried.

New Business: The board reviewed the by-laws.

MOTION by Becky Nelson to approve the current revision of the by-laws. Second by Jennifer Baldwin. Motion carried.

Barbara presented the audit proposals to the board members. The board asked that Barbara and Mandy review and research each candidate and bring their recommendations to the next board meeting.

Barbara informed the board that Christmas eve and Christmas day fall on a weekend this year. Surrounding Libraries are closing beginning the 23rd and will reopen on the 27th. Barbara asked the board to consider following the same closing schedule. The board discussed the options extensively.

MOTION by Becky to approve the Library closing on December 23rd and reopening on the 27th. Second by Ken Wright. Jennifer Baldwin voted against. Motion carried.

Directors Report: Barbara told the board about the Directors Summit that will be held in Sacramento this year. She is interested in going.

MOTION by Jennifer Baldwin to approve Barbara's travel request to Sacramento. Second by Becky Nelson. Motion carried.

Barbara reported that Marcia Sayre, who had planned to retire in December, has changed her retirement date to the end of October. This means there will be a full time position in the children's department. This position will be posted internally then externally should no qualified candidate be found in house.

Barbara also reported that she has found a piano that could be donated to the Library. She is looking into the possibility accepting the donation, but there would be moving costs.

MOTION by Jennifer Baldwin to pay for moving expenses only. Second by Becky Nelson. Motion carried.

Regional Librarian's Report: Heather reported on the monthly tip and report which covered Pew research and election day at the Library.

MOTION by Jennifer Baldwin to adjourn. Second by Becky Nelson. Motion carried. Meeting adjourned at 6:45 pm.

Becky Nelson, Secretary

Date

Mandy Brooks, Recording Secretary

Date