

Scott County Public Library Board of Trustees Minutes

December 09, 2014

Regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:05 p.m. by Vice President Alonzo Allen. Members present included Dan Miller and Susan Smith. Also attending were Barbara O'Hara, Director; Bruce Lankford, Attorney; Heather Dieffenbach, Regional Librarian; Mandy Brooks, Recording Secretary; Monica Sumner, Architect from Bradstetter Carroll; Mike Carroll, Architect from Bradstetter Carroll; and Ernest Wrentmore of MultiVista. Also present, Duane Mills, but he did not address himself to the board.

Public Comments: No public comments.

Building Project Update: Monica Sumner discussed the bid tabulation with the board. Morel Construction is the lowest bid at this time at 4.2 million. All bids were close to each other which means that the construction documents were clear. Monica explained to the board that the next step will be for Brandstetter and Carroll to check references and report back to the board with their recommendation.

The Board decided to meet later in the week to hear Brandstetter and Carroll's recommendation so that all Board Members can be present. Monica Sumner and Mike Carroll left the meeting at 5:26pm.

MOTION by Dan Miller to accept the November 11, 2014 meeting minutes. Second by Susan Smith. Motion carried.

Demonstration: A representative from MultiVista, Ernest Wrentmore, presented the board the services MultiVista can offer the Library. MultiVista is a technology company that services the construction industry. He explained that they take progression pictures, detailed/exact-builts, and slideshow pictures of current construction projects. They can provide us with continuous progression snapshots of all aspects of the build and discussed how those shots could potentially save us money. Mr. Wrentmore quoted our project to be around \$9,000. This price includes interior and exterior progressions and finished conditions.

The Board thanked him for his time and asked him to supply them with references. Mr. Wrentmore left the meeting at 6:12pm.

MOTION by Dan Miller to accept the Treasurer's report. Second by Susan Smith. Motion carried.

Review of Director/Board Member Expenses: Barbara submitted her meal reimbursement to the board from the Directors Summit she attended. The Board signed off on her expenses.

MOTION by Susan Smith to accept the voucher as presented and to include the payment of the VISA bill upon receipt. Second by Dan Miller. Motion carried.

Friends: Barbara shared with the Board that the Friends are still gathering information on the bookstore possibility and that they have received some survey feedback. She also mentioned that the Friends annual silent auction will end December 10, 2104 at 4:00. She encouraged the Board Members to look at the items and make a bid.

Circulation Report: Barbara reported that the numbers have remained consistent from month to month. Library cards are up and visits are about the same. Print circulation is down, while electronic books continue to increase.

Building Maintenance/Security Report: Barbara reported that we have no major issues at this time, but that Owen Butler has begun to train closing staff on how to properly close the front doors at night. Seems that the front door has been off the track a few times.

Unfinished Business: Mr. Lankford updated the Board on Mr. Price's lawsuit. He reported that the judge signed an order to dismiss Mr. Price's suit.

Mr. Lankford also updated the Board on Mr. Mills' complaint letter to the Attorney General's Office by saying that no response has been received at this time, but he did expect it possibly by tomorrow.

Barbara O'Hara reported that the new bookmobile is officially on the road as of last week and the old bookmobile will be returning to KDLA.

MOTION by Dan Miller to surplus the old bookmobile. Second by Susan Smith. Motion carried.

New Business: Board members reviewed the revisions made to the Constitution and By-Laws.

MOTION by Susan Smith to approve the revised Constitution and By-Laws. Second by Dan Miller. Motion carried.

The board then reviewed the Staff Education and Travel policy and decided to discuss it in detail at the next meeting. The board did ask that a revision cover sheet be kept on each policy from this point forward that records dates and revision details.

Director's Report: Barbara directed the Board to review her newsletter and then discussed the accolades that the Library and its Staff have received from the public and presenters. She talked about the various publications that the Library is featured in and presented some of those articles to the board.

Barbara also spoke to the board about a trip to Kenton County Public Library to review their new construction and find out how they survived. One-third of the staff will be going on January 22, weather permitting, and she let the board know that they were welcome to come as well.

Regional Librarian's Report: Heather Dieffenbach reported that she had no news, but that she would email out the monthly calendar.

Mr. Allen thanked all who came to the meeting.

MOTION by Susan Smith to adjourn the meeting. Second by Dan Miller.

Meeting adjourned at 6:38 p.m.

Dan Miller, Secretary

Mandy Brooks, Recording Secretary

Date

Date