

SCOTT COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES BOARD MEETING MINUTES

June 9, 2015

The regular monthly meeting, as authorized by the by-laws, of the Scott County Public Library Board of Trustees was called to order at 5:00 pm by President Michael Tackett. Members present included Dan Miller, Duane Mills, Jennifer Baldwin, and Alonzo Allen who arrived at 5:08pm. Also attending were Barbara O'Hara, Director; Bruce Lankford, Attorney; Mandy Brooks, Recording Secretary; Heather Dieffenbach, Regional Librarian; Karoline Manny, Technology Manager; and Ian Beattie, Brandstetter Carroll. Member of the public present was Susan Smith.

Appreciation: The Library Board and staff thanked Susan Smith for her 9 years of dedicated service to the Library. She was presented with a service plaque, flowers, chocolates, and a card. Susan was very grateful for the show of appreciation and said it was her pleasure to serve on the board. Susan left the meeting at 5:04pm.

Technology Plan: Karoline presented her 2015-2016 Technology plan for the Library. She discussed outdated equipment and suggested upgrades. She also laid out how her plan fits into the budget.

Construction Update: Ian Beattie from Brandstetter Carroll updated the Board on current construction issues. Ian showed plans that unveil how the opening to Marshall Park will work. The city is agreeable with this plan so the Board asked Ian to get the pricing of the project from the contractor.

Ian also asked the Board to rethink the \$12,000 change order limit, placed on Michael and Dan for a decision in-between board meetings, due to the amount already holding up the door frames from being ordered.

Ian left the meeting at this time.

MOTION by Duane Mills to allow Michael Tackett and Dan Miller to make change order decisions from \$12,000 to \$25,000 per item and not to exceed the contingency of \$200,000. Second by Jennifer Baldwin. Motion carried.

MOTION by Dan Miller to approve the regular monthly meeting minutes. Second by Alonzo Allen. Motion carried.

MOTION by Dan Miller for Bruce to draw up a board resolution of signatories for the 15-16 fiscal year to be Jennifer Baldwin, Alonzo Allen, and Michael Tackett. Second by Duane Mills. Motion carried. (Resolution attached.)

MOTION by Alonzo Allen to approve the Treasurer's report. Second by Dan Miller. Motion carried.

Review of Director/Board Member Expenses: No expenses reported.

MOTION by Duane Mills to approve the voucher. Second by Alonzo Allen. Motion carried.

Friends: Barbara reported that the Friends have members that are rolling off the Board and they are on the search for members to replace them. They also discussed the proceeds of the book sale and how pleased they were with the outcome.

Circulation Report: Barbara reported that the stats continue to be steady.

Building Maintenance/Security Report: Nothing to report.

Unfinished Business: The Board discussed the budget items for the 15-16 fiscal year.

MOTION by Duane Mills to accept the budget as presented with the change of increasing the technology reserves to \$250,000. Second by Alonzo Allen. Motion carried.

The Board discussed the vacation proposals submitted by Barbara. They discussed changing the accrual amounts for the staff and director. More research will be done and brought back to the next meeting. This was tabled until the next meeting.

MOTION by Dan Miller to approve the KY room storage contract with the changes proposed by Bruce Lankford. Second by Jennifer Baldwin. Motion carried.

MOTION by Dan Miller to approve the KY room collection development policy. Second by Duane Mills. Motion carried.

New Business: MOTION by Alonzo Allen to surplus items presented. Second by Jennifer Baldwin. Motion carried. (Surplus list attached.)

The Board reviewed the Financial Reserve Policy and the Fiscal Responsibility Policy. No changes were needed.

MOTION by Alonzo Allen to approve these policies. Second by Dan Miller. Motion carried.

Director's Report: Barbara explained where the Library currently is within the long range plan. We will need to prepare for creating a new plan for 2017.

Regional Librarian's Report: Heather reminded the Board several conferences that were coming up. She announced that KDLA was going to a new computer system and discussed the current trustee tip on officer resignations.

All board members signed the resolution prepared by Bruce.

Michael thanked everyone for attending.

MOTION by Alonzo Allen to adjourn. Second by Duane Mills. Motion carried.

Meeting adjourned at 8:45 pm.

Dan Miller, Secretary

Mandy Brooks, Recording Secretary

Date

Date