

Huron Public Library Board of Trustees
Minutes to Regular Meeting Held September 14, 2016

Meeting was called to order at 7:00 p.m. by President Terry Griffith.

Present: Terry Griffith; Robert Williams; Joe Giardina; Tom Hoffman; Karyn Seibel.
Rob Kozar arrived at 7:05 p.m. Excused: Pete Landino. Guests: Benjamin Reid,
Director, Joanne Kensik, Fiscal Officer.

MOTION BY K. Seibel, second by T. Hoffman to approve minutes to the August 10,
2016 meeting. Roll Call – Yeas 5, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS:

Mr. Reid received a thank you note from the School for attending their Open House.

REPORTS:

President's Report:

President Griffith announced that Mr. Landino will not be running for a second term.

Ms. Griffith spoke briefly on the ongoing PLF meetings. The next scheduled meeting is
on October 4, 2016 at Monroeville Library.

Roofing contracts will be discussed under New Business.

Director's Report:

Mr. Reid has received quotes for the roof repairs and it will be discussed under New
Business.

Director Reid purchased five (5) new laptops to be used by the library. The laptops were
paid for from non-restricted donations given to the library.

The OLC Convention and Expo is September 28-30. Mr. Reid will be out of the office
from Tuesday, September 27 through Friday of that week.

On October 18, 2016 the Library and Chamber of Commerce will be hosting the
Candidates' Forum at McCormick Auditorium.

Mr. Reid met with a new business in Huron, Blue Frog Marketing, and discussed web
design, email marketing, and social media administration.

Mr. Reid announced that the library will be partnering with the Erie County Board of Disabilities to promote an author visit in the near future.

Fiscal Officer Report:

Ms. Kensik reported to the Board that the second half real estate taxes were received from the Erie County Auditor's office and deposited on 8/24/16.

The Ohio State Auditor has begun their audit for 2014-2015. The audit should take approximately three weeks to complete at a cost of \$4,715.00.

The Official Certificate of Estimated Resources for 2017 has been received. The Audit and Finance Committee can organize a meeting to create the temporary appropriations for 2017.

Ms. Kensik told the Board that First Communications will be increasing their base price by \$4.00 per line beginning September 1, 2016.

Personnel Committee:

Chairman, Robert Williams, reported that there will be an opening on the Board as of January 1, 2016. There is a notice on the library's website. Mr. Williams asked Mr. Reid to see if the Sandusky Register would put a notice in the newspaper.

Audit and Finance Committee:

Chairman, Joe Giardina, will be arranging a date and time for the committee to meet to establish temporary appropriations for 2017.

Building and Grounds Committee:

Chairman, Tom Hoffman, reported that a meeting was held on August 25, 2016. Also in attendance were representatives from Wadsworth Solutions. The committee received an update on services needing to be completed. The committee was informed that priority on the listing is not relevant, that all items will be completed as service can be conducted. Security cameras were discussed and an estimate was received from Wadsworth Solutions to update our current camera system to improve coverage on interior/exterior of the building.

Strategic Planning Committee:

The Strategic Planning Committee will be meeting on September 15, 2016 at 5:00 p.m.

Contracts and Legislation Committee:

None

Old Business:

None

New Business:

MOTION BY R. Williams, second by R. Kozar approving Huron Public Library's 2017 Holiday Closings. Roll Call – Yeas 7, Nays 0. Motion Carried.

MOTION BY R. Kozar, second by K. Seibel approving changes to Chapter 8 (8.03) and (8.06) as amended. Roll Call – Yeas 7, Nays 0. Motion Carried.

MOTION BY R. Kozar, second by T. Hoffman to hire Tussing Builders and Roofing Services as the lowest and best bid to repair the library's roof at a cost of \$1,140.00 with an additional \$150.00 for materials. Roll Call – Yeas 4, Nays 0, Abstained 2. Motion Carried.

There being no further business to discuss, MOTION BY J. Giardina, second by R. Williams to adjourn. Roll Call – Yeas 6, Nays 0. Motion Carried.

Meeting adjourned at 8:10 p.m.

Terry R. Griffith, President

Joanne Kensik, Fiscal Officer