

Huron Public Library Board of Trustees  
Minutes to Regular Meeting September 13, 2017

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

Present: Terry Griffith, Karyn Seibel, Robert Williams, Joe Giardina, Tom Hoffman, R. Kozar arrived at 7:10 p.m. Excused: Rhonda Watt. Guests: Benjamin Reid, Director and Joanne Kensik, Fiscal Officer.

MOTION BY: K. Seibel, second by J. Giardina to approve the minutes to the June 14, 2017 regular meeting as corrected. Roll Call – Yeas 5, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS:

A thank you card for the retirement party and recognition was received from Shirley Mann.

PRESENTATION:

Mr. Tom Sprunk and Ms. Kathy Millhauser presented to the Board of Trustees alternative solutions to rental of office space at the library. President Griffith asked them to present their proposal in writing and a sub-committee of the Board of Trustees will meet and see if a mutual agreement between both parties could be reached.

COMMITTEE REPORTS:

**President's Report:**

President Griffith provided the Board with an undated chart of tasks that need to be completed before the November election.

Ms. Griffith said there are a few items that need to be resolved in the contract for the new security cameras.

Ms. Griffith has agreed to serve another term on the Board of Trustees. (This will be discussed later under New Business.)

**Director's Report:**

Huron Public Library will open late on October 9, 2017 due to a staff day hosted by Milan Library.

Mr. Reid announced that we were awarded a \$6,210.00 grant from the Mylander Foundation to cover Phase I and part of Phase II of the security camera project. He has submitted another grant for the completion of Phase II to the Wightman/Wieber Foundation.

Franklin Sanitation has been scheduled to scope the pipes for the sump pump. As of this date, Mr. Reid has not yet received a quote for the cost of a pump from DeLuca.

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Mr. Reid provided the Board with an update on volunteers, meetings, website, post cards and door hangers for the levy. He gave the Board a list of upcoming levy promotional dates. Mr. Reid will obtain the Issue number of the levy for the Board and he may purchase 30 second spot on the radio the last of October or first of November if funds are available.

**Fiscal Officer Report:**

The second half of real estate taxes has been received and deposited.

The Official Certificate of Estimated Resources has been received from the Erie County Auditor. The Finance Committee will meet in November to prepare temporary appropriations.

The Mylander Foundation Grant in the amount of \$6,210.00 for the security cameras has been received and deposited.

Ms. Kensik attended a BWC webinar on 8/24/17 which explained their new billing invoice. She will also attend 3 hours of mandatory training the end of September in order to maintain our current rating.

**Personnel Committee:**

Mr. Williams, Chair, reported that the Personnel Committee met on August 31, 2017 to discuss the available medical insurance plans for five (5) employees currently covered under the Library's medical insurance policy. The Personnel Committee recommended to the Board of Trustees that the affected employees, after having the medical insurance options explained to them, and further having an opportunity to vote on the insurance option of their choice out of the possible three options, shall determine the medical insurance package. If there is no majority for any one (1) of the three (3) options, it is recommended that the Board select the desired option. (This will be discussed under New Business.)

**Audit and Finance Committee:**

Mr. Giardina, Chair, will contact members of the Finance Committee for a meeting in November to establish temporary appropriations to be presented at the Board's December meeting.

**Building and Grounds Committee:**

Mr. Hoffman, Chair, said the Building and Grounds Committee will have a meeting soon.

**Strategic Planning Committee:**

None

**Contracts and Legislation:**

None

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**Ad Hoc Committee:**

**Levy Committee – Fundraising**

None

**Levy Committee – Publicity and Graphics**

Mailer has been sent out. The video is now online.

**Levy Committee – Finance**

We are in good financial shape to cover costs incurred for the promotion of the levy.

**Levy Committee – Data**

Packets for canvassing have been assembled.

**Levy Committee – Volunteers**

More volunteers signed up at the Ice Cream Social on August 29, 2017.

**Levy Committee – Special Events**

None

**OLD BUSINESS:**

The Board thanked Mr. Joe Giardina and his committee for the terrific job on the Ice Cream Social held on August 29, 2017.

Mr. Reid again discussed the purchase of new chairs for the library and provided samples of colors available to the Board. No decision was made.

**NEW BUSINESS:**

MOTION BY R. Williams, second by J. Giardina recommending Terry R. Griffith for term 2018 – 2025 on the Board of Trustees. Roll Call – Yeas 5, Nays 0, Abstained 1.

MOTION BY R. Williams, second by K. Seibel appointing United Healthcare as its medical and hospitalization carrier and authorizing the Director to enter into a contract with United Healthcare for the period of November 1, 2017 through October 31, 2018, under the authority granted to the Board by R.C. 3375.40(M) from Account #1000-110-221-0000, Medical/Hospitalization Insurance.

MOTION BY K. Seibel, second by T. Hoffman approving the addition of 8.25, as amended, to the Personnel Policy. Roll Call – Yeas 6, Nays 0. Motion Carried.  
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MOTION BY K. Seibel, second by R. Williams formally accepting the grant for Security Cameras for the Protection of the Community in the amount of \$6,210.00 from the Mylander Foundation. Roll Call – Yeas 6, Nays 0. Motion Carried.

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

Meeting adjourned at 9:03 p.m.

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Terry R. Griffith, President

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Joanne Kensik, Fiscal Officer