

Huron Public Library Board of Trustees
Minutes to Regular Meeting November 8, 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, Rhonda Watt. Rob Kozar arrived at 7:45 p.m. Guests: Benjamin Reid, Director and Joanne Kensik, Fiscal Officer.

MOTION BY: K. Seibel, second by R. Watt to approve the minutes to the October 11, 2017 regular meeting as corrected. Roll Call – Yeas 6, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS:

A letter was received from Civista Bank regarding the Wightman/Wieber grant.

A thank you card from the Chamber of Commerce for hosting the Candidates Forum.

COMMITTEE REPORTS:

President's Report:

Ms. Griffith announced that the meeting with the Historical Society is currently set for 11/15/17 at 7:30 pm.

There will be an organizational meeting after the regular Board meeting on 12/13/17.

The Christmas Open House is set for December 2nd from 2 p.m. to 4 p.m. The Open House will be discussed further under New Business.

Director's Report:

Director Reid announced Clevnet is proposing a new pricing model. The new model will use Collection (25%), Circulation (25%), Active Users (25%) and Square Footage (25%) to build the formula. Each library will have one vote, up or down, for this new model. If passed, the new pricing model would take effect in 2019. This will be discussed further under New Business.

Clevnet is now offering CASSIE, a public computer management system for libraries. CASSIE manages public computer usage, collects stats, and gives the staff control over the system without needing to manually keep track of users. Mr. Reid is interested in adding this service, now that it is free.

Clevnet, working with ProPay, is now able to accept credit card payments through SirsiDynix Workflows. There is a \$100 annual fee and a onetime equipment cost of \$60.00. The Board asked if there would be a surcharge for using a credit card. Mr. Reid said there could be. The Fiscal Officer asked how payments from the credit card companies would be received. Mr. Reid said there would be further discussion on how the process would work.

Mr. Reid said that OverDrive Advantage has broadened that program (OverDrive Advantage Plus) for consortium libraries that requested their shared digital collections operate like their shared print collections. As of October 1, 2017, our patrons now have access to the previously private digital collections from these Advantage libraries. Mr. Reid would like to open an Advantage Plus account for Huron, in order to build a collection for our patrons primarily, but one that can now be shared. It is free to join Advantage Plus.

Mr. Reid has received a quote from Empire Digital Signs for the library's digital sign project. With Ms. Jody Halter-Mast's approval, we will be using money received from memorial donations in Mr. John Halter's name to purchase the signs.

Mr. Reid discussed the sump pump issue with the Board. Deluca and Franklin Sanitation seem to be backing away from the proposed idea of placing a pump in the unused basin. The Board agreed to disregard the unused basin at this time but authorized Mr. Reid to obtain a quote for the purchase of a sump pump to be used in the downstairs utility closet.

Fiscal Officer's Report:

Gas and Electric contracts will be discussed further under Old Business.

The Fiscal Officer received a letter from the Ohio State Auditor's Office announcing we will once again be receiving a year of service without paying the \$50.00 monthly hardware surcharge which was needed to cover the expense related to providing computer equipment to each of their clients.

Ms. Kensik informed the Board that the Huron Chamber of Commerce Christmas Party will be on 12/7/17 at Sawmill Creek from 5-7 p.m.

MOTION BY R. Williams, second by R. Watt granting the Fiscal Officer to request an Amended Certificate in the amount of \$6,210.00 from the Erie County Auditor's Office. Roll Call – Yeas 7, Nays 0. Motion Carried.

Personnel Committee Report:

The Personnel Committee will hold a meeting on December 7, 2017 at 4:30 p.m. at the library.

Audit and Finance Committee Report:

The Audit and Finance Committee will hold a meeting on December 5, 2017 at 5:00 p.m. at the library.

Building and Grounds Committee:

Building and Grounds Committee will meet after the first of the year.

Strategic Planning Committee:

The Strategic Planning Committee will meet during the first quarter of 2018.

Contracts and Legislation:

The Contracts and Legislation Committee is meeting on 11/15/17 at 7:30 p.m.

AD HOC LEVY COMMITTEE:

Final Reports of election results, precinct breakdown and a financial report were given to the Board of Trustees.

OLD BUSINESS:

MOTION BY K. Seibel, second by R. Watt authorizing the Director to enter into a contract with Schmidt Security Pro for the purchase of security cameras. Roll Call – Yeas 7, Nays 0. Motion Carried.

The decision on which type of chair and how many to purchase was tabled until after the first of the year.

Gas and Electric suppliers were discussed more thoroughly and rates compared. The Board decided to not enter into any contracts at this time. When our current contracts expire, the library will revert back to Columbia Gas and Ohio Edison.

NEW BUSINESS:

The Christmas Open House was discussed and assignments given to each Board member.

Appreciation Night for Levy volunteers will be November 14, 2017 at 6:00 p.m.

The request to transfer \$35,000.00 to STAR Ohio was tabled until the December, 2017 meeting.

MOTION BY R. Williams, second by R. Watt to affirm the change in CLEVNET pricing model. Roll Call – Yeas 4, Nays 3. Motion Carried.

MOTION BY K. Seibel, second by J. Giardina to go into Executive Session for the purpose of negotiation of purchase of property for public use under 121.22(G)(2). Roll Call – Yeas 7, Nays 0. Motion Carried.

Meeting resumed at 8:50 p.m. with no decision being made.

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There being no further business to discuss. MOTION BY J. Giardina, second by R. Kozar to adjourn. Roll Call – Yeas 7, Nays 0. Motion Carried.

Meeting adjourned at 9:00 p.m.

Terry R. Griffith, President

Joanne Kensik, Fiscal Officer