

Huron Public Library Board of Trustees
Minutes to Regular Meeting Held May 11, 2016

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

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

MOTION BY K. Seibel, second by J. Giardina to approve minutes to the April 13, 2016 meeting. Roll Call – Yeas 5, Nays 0, Abstained, 1. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS: None

President's Report:

President Griffith said Trustee Hoffman's work schedule is making it difficult for him to attend committee meetings and asked if substitutes can be secured for the remainder of the year. Mr. Hoffman, who was joining us via Skype said he would like to remain on the committees if possible. Committee members from Building and Grounds and Strategic Planning do not have a problem with Mr. Hoffman joining the committee meetings via Skype if necessary.

President Griffith reported on PLF negotiations. She will go into more detail under Old Business.

The Board was informed of an Ohio Supreme Court Case (King vs White 2016-Ohio-2077) concerning public boards and the use of private or governmental email systems to discuss and come to decision about matters which are eventually voted on by the public body as a whole. The Court found that this constituted a violation of the Sunshine Law (Open Meetings Act).

Director's Report:

Director Reid reported on a warranty covered inspection of the flat roof performed by Damschroder Roofing. There is an area that is soft due to no flashing and will be needing repair.

Mr. Reid said the Community Survey is being printed and will be delivered just before or just after the newsletter is released. An attempt to combine the newsletter and survey to save on postage was strongly considered but it was decided that it would have been a detriment of the data collection process. He has contacted Huron Schools and offered to administer the survey to social studies/government classes along with a short lesson on

the strategic planning and data gathering process but has not received a response as of yet.

Mr. Reid has attended several meetings since our last Board meeting. He met with the Erie County Board of Developmental Disabilities to discuss partnerships and the residents at the Reserve at Lakeview Landing to discuss changes to the lending structure of their outreach collection. He attended the OLC Convention planning meeting and the CLEVNET Directors meeting as well as the county PLF meeting.

Fiscal Officer's Report:

The Fiscal Officer reported that Real Estate property tax has been received from Huron Township and deposited as well as State of Ohio Homestead and Rollback taxes.

She thanked Trustee, Pete Landino, for disposing of old records on 4/19/16 and she is continuing to sort and organize records. Payroll records for 2010 and 2011 have been organized as well as 2010 and 2011 warrants and receipts.

Ms. Kensik attended the Audit and Finance Committee meeting on April 25, 2016 as well as the county PLF meeting on April 26, 2016.

Personnel Committee Report:

The next Personnel Committee meeting will be held on Tuesday, May 17, 2016 at 5:15 p.m. at the library.

Audit and Finance Committee Report:

Chairman, Joe Giardina, reported that the Committee met on April 25, 2016 to discuss the 2017 budget. Revenues and expenditures were discussed and the 2017 proposed budget is in the Board packet for their review.

Building and Grounds Committee Report:

The committee met on May 2, 2016. Quote provided by Wadsworth on the re-commissioning of the Huron Public Library HVAC system was discussed. The priority ranking of the quote and method to pay for all of the quoted repairs during the 2016 budget year was also discussed.

Strategic Planning Committee:

Chairman, Rob Kozar, reported that survey was finalized and he thinks it is very good. An online survey will be on the library website and social media sites. The Strategic Planning Committee will be meeting on Monday, May 23, 2016 at 3:00 p.m. to discuss when to set up the focus groups.

Contracts and Legislation Committee:

None

OLD BUSINESS:

The PLF negotiations were discussed further. There are three steps that the county PLF group is to be in agreement on. 1. Per capita as fair distribution model. 2. Florence yet to be determined and 3. All libraries to consider acceptable phase in periods with their boards. Huron Library already agreed to per capita as a fair distribution model at our last board meeting on April 13, 2016. President Griffith asked the Board how they felt about Florence Township. The Board said to split Florence among all the libraries but would be willing to negotiate. As for the phase in period, 3 board members said 2 years, 3 board members said 3-4 years and 1 board member was willing to go as far as 5 years.

The Ohio Checkbook was discussed further with a MOTION BY B. Williams, second by R. Kozar to not participate at this time. Roll Call – Yeas 6, Nays 0. Motion Carried.

NEW BUSINESS:

MOTION BY J. Giardina, second by P. Landino adopting a tax budget for the calendar year 2017 under the authority granted to the board by R.C. 5705.28. Roll Call – Yeas 6, Nays 0. Motion Carried. RESOLUTION NO. 2016-02.

MOTION BY R. Kozar, second by K. Seibel to approve acceptance of Serv-Pro's offer of a free app with the library's disaster plan details to be used on private laptops or phones with security assured. Roll Call – Yeas 4, Nays 2, Motion Carried.

Wadworth Service quotes for HVAC repair was discussed. MOTION BY B. Williams, second by P. Landino giving the Director authority to set up work schedule to complete all necessary repairs in 2016. Roll Call – Yeas 6, Nays 0. Motion Carried.

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An updated list of employees was passed out to Board members as well as an updated list of Committees and their members.

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

Meeting adjourned at 8:45 p.m.

Terry R. Griffith, President

Joanne Kensik, Fiscal Officer