

Huron Public Library Board of Trustees
Minutes to Regular Meeting Held October 15, 2014

Meeting was called to order at 7:00 p.m. by President Robert Williams.

Present: Robert Williams, Terry Griffith, Pete Landino, Rob Kozar, Sally Sprunk, and Tom Hoffman. Lesley Dieter arrived at 7:05 p.m.

MOTION BY T. Griffith, second by T. Hoffman to approve the minutes to the September 20, 2014 meeting. Roll Call – Yeas 6, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS:

Thank you card from Representative, Chris Redfern, for allowing him to host a meeting at the library.

Thank you card from Sue Daugherty, Serving Our Seniors, for the use of the library's laptop computer for their symposium to educate their audience on understanding financial elder abuse.

Letter dated 10/6/14 from Mila Lance, tendering her two week notice. MOTION BY: T. Griffith, second by T. Hoffman to accept Ms. Lance's resignation with regret. Roll Call – Yeas 7, Nays 0. Motion Carried.

REPORTS:

President's Report:

President Williams said the recognition to the Friends of Huron Public Library was a success. He thanked the Board members for their time and effort in recognizing the members. Mr. Williams, along with Director Reid, had an opportunity to speak with Representative Chris Redfern regarding the goals of "Raise the PLF Campaign" and the drawbacks to further cuts to the PLF formula percentage and the GRF. Both Mr. Williams and Mr. Reid found Representative Redfern to be extremely supportive and frank.

Director's Report:

Director Reid informed the Board that the newsletter should be published and delivered prior to the Thanksgiving holiday. Fiber Seal completed the carpet cleaning on September 19, 2014. Mr. Reid is currently working with Wadsworth Service about modifying the new proposed contract for the HVAC system to be more in line with our budget. He has met with Carpet Works in Huron to obtain quotes to replace and improve

the laminate transition points in our flooring. Mr. Reid was contacted by Majorie Rehack, former Perkins Schools Media Specialist, who would like to donate local artwork to the library. He will kindly accept the gifts of art. Board member, T. Griffith advised him to make sure it is a free gift without conditions. The Friends of the Library have agreed to sponsor the Huron Library's property space on the Huron High School and the Huron Chamber of Commerce fundraiser Huronopoly. Mr. Reid will be meeting with Senator Gardner on November 11, 2014 and will take him as his guest to the Rotary meeting on that day. Mr. Reid has reached out to the Erie County Library Directors and the Erie County Budget Commission to see if they would like to meet to discuss the PLF formula percentage. No one wanted to meet now, possibly in the spring. Mr. Reid is in discussion with MT Business Technology and Blue Technology for a solution for Google Cloud Printing. He has also met with MK Solutions to discuss, in general, library automation tools.

Fiscal Officer's Report:

The Fiscal Officer informed the Board that our Certificate of Deposit expired on 10/12/14 but we have a 10 day grace period. (See New Business)

The Fiscal Officer answered the Board's question from last meeting regarding the tax collection fees being at 131.216%. This was due to a supplemental appropriation to cover the auditor fees from the second half tax settlement. The transaction date of the deposit was 8/29/14 and the transaction date of the transfer was 9/3/14 causing the inflated YTD Expenditures. The YTD expenditures for the tax collection fees have righted itself this month.

TRANSFERS FOR THE MONTH OF SEPTEMBER, 2014

\$3,000.00

FROM: 1000-110-221-0000 Medical
TO: 1000-110-373-0000 Tax Collection Fees

\$37.50

FROM: 1000-110-221-0000 Medical
TO: 1000-210-390-0000 Other Purchase & Contracted Services

\$1,000.00

FROM: 1000-110-221-0000 Medical
TO: 1000-230-451-0000 Gen Admin Supplies

Personnel Committee Report:

Will be discussed under New Business

Audit and Finance Committee Report:

Will be discussed under new business.

Building and Grounds Committee Report:

None

Records Commission Report:

None

Strategic Planning Committee Report:

Chairman Kozar and committee members will set a date after the Board meeting tonight.

OLD BUSINESS:

MOTION BY S. Sprunk, second by T. Griffith adopting and ordering promulgation of the revised personnel policies under the authority of R.C. 3375.40. Roll Call – Yeas 6, Nays 1. MOTION CARRIED. RESOLUTION NO. 2014-10.

MOTION BY S. Sprunk, second by R. Kozar authorizing the Board of Trustees to enter into a lease with the Huron Historical Society for the rental of 84.75 square feet within the confines of the library building for the period of January 1, 2015 through December 31, 2016 at the annual rate of \$2,236.00 under the authority of R.C. 3375.33. Roll Call – L. Dieter – Yea; T. Griffith – Yea; T. Hoffman – Yea; R. Kozar- Yea; P. Landino – Yea; S. Sprunk – Yea; R. Williams – Yea. MOTION CARRIED. RESOLUTION NO. 2014-11.

MOTION BY T. Griffith, second by R. Kozar to change the 2015 Holiday schedule to include the day after Thanksgiving as a holiday. Roll Call – Yeas 5, Abstained 2. MOTION CARRIED.

The Fiscal Officer gave the Board information received on the gas and electric contracts for the library. The Board asked the Fiscal Officer to contact Ohio Edison and Columbia Gas and do a more complete comparison between companies before committing to one.

NEW BUSINESS:

Temporary Appropriations for 2015 was discussed. The Fiscal Officer explained to the Board that she discovered the Erie County Auditor's Office includes Personal Property Tax and Homestead/Rollbacks in the Tax column of the Certificate of Estimated Resources and she includes them in the Other Sources column of the Certificate of Estimated Resources as instructed by the Ohio State Auditor's Office. The Chair of the Finance Committee, and the other Board members agreed to ask for an Amended Certificate. This finding made it necessary to change the 2015 temporary appropriations and Director Reid presented the changes to the Board. Chairman of the Finance Committee, Lesley Dieter, said we will wait for an Amended Certificate of Estimated Resources and schedule another Finance Committee meeting before presenting the final temporary appropriations to the Board for action.

MOTION BY L. Dieter, second by T. Griffith to renew the Huron Public Library's Certificate of Deposit with Citizen's Bank for a period of eighteen months at an interest rate of .40 percent. L. Dieter – Yea; T. Griffith – Yea; T. Hoffman – Yea; R. Kozar – Yea; P. Landino – Yea; S. Sprunk – Yea; R. Williams – Yea. Motion Carried.

EXECUTIVE SESSION:

MOTION BY P. Landino, second by S. Sprunk to go into executive session for the purpose of appointing a trustee to the Board. Roll Call – Yeas 7, Nays 0. MOTION CARRIED.

Executive Session 8:31 p.m.
Meeting Resumed 8:53 p.m.

MOTION BY T. Griffith, second by R. Kozar to appoint Karyn Seibel to the Board of Trustees with her term beginning January 1, 2015 and ending December 31, 2021. Roll Call Yeas 7, Nays 0. Motion Carried.

There being no further business to discuss, MOTION BY L. Dieter, second by P. Landino to adjourn. Roll Call – Yeas 7, Nays 0. Motion Carried.

Meeting adjourned at 9:00 p.m.

Robert Williams, President

Joanne Kensik, Fiscal Officer

