

Huron Public Library Board of Trustees
Minutes to Regular Meeting Held 12/10/14

Meeting was called to order at 7:02 p.m. by President Robert Williams.

Present: Robert Williams; Terry Griffith; Sally Sprunk; Lesley Dieter; Tom Hoffman; Rob Kozar. Excused: Pete Landino. Guests: Karyn Siebel, Representatives from Wadsworth Solutions.

MOTION BY S. Sprunk, second by L. Dieter to approve the minutes to the November 11, 2014 meeting. Roll Call – Yeas 6, Nays 0. Motion Carried.

PUBLIC COMMENTS:

Representatives from Wadsworth Solution gave the Board of Trustees an overview of our current HVAC system. Our system is old and may become unsupported in the near future. A new system will cost between \$20,000 to \$30,000 and will preserve our investment and enable control through web based portal. This cost does not include our yearly maintenance contract with Wadsworth Solution. The Board of Trustees will go over the information they received and decide at a later date whether Wadsworth Solutions should prepare a proposal.

President's Report:

President Williams thanked the Board, staff and administration for all their assistance for the annual open house/Christmas Party. He also wished to thank Mr. Grammie for his generous donation of apples which were given to attendees of the party. Mr. Williams said that Huron Public Library was mentioned in Lisa Yako's blog and he passed around a copy for the Board to read.

Director's Report:

Director Reid brought new employee Vicki Hillman into the meeting and introduced her to the Board. The Friends of the Library has renewed their Ohio Vendors License and have paid the sales tax payment for the first half of 2014. A public computer had to be replaced. Clevnet will configure and install the PC upon delivery. Mr. Reid informed the Board that our Mac tech administrator from Huron Schools has been replaced by an outsourced technology company. Mr. Reid, with the help of Abbey and Sarah, will be taking over Mac administration duties in house. Our server back-up tapes have not been installing correctly. Clevnet will pursue the issue and provide recommendations. Director Reid and Gina Sterett, the community relations director at the Reserve at Lakeview Landing senior living complex has started a small outreach collection in the community room at the Reserve.

Fiscal Officer's Report:

The Fiscal Officer attended a STAR Update Webinar on Wednesday, December 10, 2014 and will attend a UAN Year End Update session on December 12, 2014. Grant money has been received and deposited from The E. Bruce & Virginia Chaney Library Fund and The Mylander Foundation.

Transfers for the month of November are as follows:

\$1,065.00 Repair of Automatic Door

From: 1000-110-221-0000 Medical
To: 1000-210-330-0000 Property Maintenance

\$500.00 Janitorial Supplies

From: 1000-110-221-0000 Medical
To: 1000-230-451-0000 General Admin Supplies

\$164.27 Repair of Drain Pan

From: 1000-110-221-0000 Medical
To: 1000-210-330-0000 Property Maintenance

Personnel Committee Report: None

Audit and Finance Committee Report:

Chairman, Lesley Dieter, said the Finance Committee will meet in late February to discuss permanent appropriations.

Building and Ground Committee Report: None

Records Commission Report:

Chairman, Terry Griffith said the Records Commission will meet in January.

Strategic Planning Committee:

Chairman Rob Kozar reported that the committee met on November 21, 2014 and discussed the Library activities during the second half of the year and the alignment with the strategic plan. The committee will meet again sometime in the first quarter of 2015.

OLD BUSINESS:

MOTION BY: R. Kozar, second by T. Griffith to adopt RESOLUTION NO. 2014-12 as amended to include the Youth Connection Fund at \$.91 and changing the General Fund appropriations total to \$816,040.00. Roll Call: L. Dieter-Yea; R. Kozar-Yea; T. Griffith-Yea; S. Sprunk-Yea; R. Williams-Yea; T. Hoffman-Yea; P. Landino-Excused. Motion Carried.

Ms. Dieter excused herself from the meeting at 8:40 p.m.

MOTION BY: T. Griffith, second by S. Sprunk to transfer \$35,000.00 from 1000-910-910-0000 General Fund to 4001-760-750-0000 Capital Projects Fund. Roll Call: R. Kozar-Yea; T. Griffith-Yea; S. Sprunk-Yea; R. Williams-Yea; T. Hoffman-Yea; L. Dieter-Excused; P. Landino-Excused. Motion Carried.

NEW BUSINESS:

MOTION BY: T. Griffith, second by R. Kozar to formally accept the Library and Local Government support funds; alternate distribution formula for 2015 with a distribution percentage of 12.4554% in the amount of \$307,776 for Huron Public Library as passed by the Erie County Budget Commission. Roll Call – T. Griffith-Yea; T. Hoffman-Yea; R. Kozar-Yea; S. Sprunk-Yea; R. Williams-Yea; L. Dieter-Excused; P. Landino-Excused. Motion Carried. RESOLUTION NO. 2014-13.

MOTION BY T. Griffith, second by T. Hoffman to adjourn into executive session to discuss compensation of public employees. Roll Call – Yeas 5, Nays 0. Motion Carried.

Public meeting resumed at 9:03 p.m.

MOTION BY T. Hoffman, second by R. Kozar to accept the 2015 employee wage increases as recommended by the Director excluding the Director and Fiscal Officer wages which is set by the Board of Trustees. Roll Call – Yeas 5, Nays 0. Motion Carried.

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There being no further business to discuss, MOTION BY T. Griffith, second by T. Hoffman to adjourn. Roll Call – Yeas 5, Nays 0. Motion Carried.

Meeting adjourned at 9:07 p.m.

Robert Williams, President

Joanne Kensik, Fiscal Officer