

Huron Public Library Board of Trustees
Minutes to Regular Meeting May 9, 2018

Meeting was called to order at 7:00 p.m. by President, Karyn Seibel.

Present: Terry Griffith, Rhonda Watt, Robert Williams, K. Seibel, R. Kozar. Excused: Tom Hoffman, J. Giardina. Guests: Benjamin Reid, Director and Joanne Kensik, Fiscal Officer.

MOTION BY: R. Kozar, second by T. Griffith to approve the minutes to the April 11, 2018 regular meeting. Roll Call – Yeas 5, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS: None

President's Report:

President Karyn Seibel, thanked the other Board members for their help during the times she has been unavailable.

Director's Report:

Mr. Reid reported on several items under Building and Grounds. Phase II of the basement water project was completed on 4/27/18. He met with Green Systems to discuss an energy and maintenance audit on the lighting system. IAP has completed the draft of our scope of work for the Meeting Rooms upgrade. All of the equipment needed for the digital signage has been acquired. The new chairs were delivered and installed on 4/19/18 and all usable chairs were listed on the GovDeals auction site in lots based on chair style. The sale resulted in \$150.00 in revenue for the library. A dumpster was on the property during the week of April 23 and a lot of outdated equipment, broken chairs and old paper records were discarded.

At the Director's meeting on 4/27/18, Mr. Reid learned that Clevnet is researching an event and room booking product called LibCal. Huron Library is on the list to receive the Cassie computer management system. We will be able to switch our phone system to Clevnet's VOIP sometime in the fall. We will have to select the phones we will need to purchase. OverDrive announced a summer release of a new digital magazine service. Clevnet will be the first consortium to purchase the product which will give us access to 50 front list magazine titles, all offered with simultaneous use for our patrons to checkout/download. This service will be paid for by Clevnet.

Some new items this summer will be a collection of ukuleles. The library will have six instruments for loan with a case, tuner and chord charts included and beginning "teach yourself" books. The library is also introducing a collection of Literacy Backpacks for K-2 students. They will be filled with teacher recommended materials. The purpose of

the collection is for teachers to encourage underperforming readers to use these kits in the summer in preparation of the Third Grade Reading Assessments. Both of these projects will be funded by a request to the Friends of the Library and with recent memorial donations.

The Old Plat Association is planning a project to plant or replant trees in the tree lawn area around the neighborhood. Mr. Reid was approached by Lisa Yako to ask if we would participate. We have room for four trees while still leaving space for the Riverfest Parade judging booth. Old Plat Association can cover all or part of the purchase of the trees.

The City of Huron announced “The 433 App” which is a local connection to everything happening in Huron, Ohio. The library will be able to contribute news items to the app.

Fiscal Officer Report:

Items will be discussed later in the meeting.

Personnel Committee Report:

Items will be discussed later in the meeting.

Audit and Finance Report:

Items will be discussed later in the meeting.

Building and Grounds Report:

A tentative meeting has been scheduled for May 15, 2018 at 8:00 a.m.

Strategic Planning Committee Report:

Items on the Strategic Plan are being implemented.

Contracts and Legislation Report:

Items will be discussed later in the meeting.

OLD BUSINESS:

Bylaws and Policies will be reviewed by Trustee Griffith and any items that need updated or changed will be brought to the Contracts and Legislation Committee.

The Fiscal Officer reminded the Board that the State Auditor's Office is holding a Cyber Security Workshop on June 26, 2018 at the Erie County Commissioners Chambers, 247 Columbus Ave., Floor 3, Sandusky, Ohio.

MOTION BY T. Griffith, second by R. Kozar adopting amendments to Chapter 11 to provide for the adoption of the Juvenile "Three for Me" Library card as found at Exhibit A under the authority granted to the Board by R.C. Chapter 3375. Roll Call was as follows: J. Giardina, Excused; Terry R. Griffith, Yea; Thomas Hoffman, Excused; Robert Kozar, Yea; Karyn Seibel, Yea; Rhonda Watt, Yea; Robert Williams, Yea. Motion Carried. RESOLUTION NO. 2018-06.

MOTION BY R. Kozar, second by R. Watt accepting the deed of gift from patron Martha E. Stewart of a framed collection of letters, news clippings, and doodles of Theodore Seuss Geisel, whose pen name was "Dr. Seuss", executed on or about April 13, 2018 under the authority granted to this Board under O.R.C. 3375.33. Roll Call was as follows: J. Giardina, Excused; Terry R. Griffith, Yea; Thomas Hoffman, Excused; Robert Kozar, Yea; Karyn Seibel, Yea; Rhonda Watt, Yea; Robert Williams, Yea. Motion Carried. RESOLUTION NO. 2018-07

MOTION BY R. Williams, second by R. Watt to authorize the request to the Erie County Prosecutor's office for an opinion, inclusive of issues and assumptions, on a depository for received funds, and further, to authorize the President of the Board to sign the letter on the whole Board's behalf. Roll Call: Yeas 5, Nays 0. Motion Carried.

New Business:

Riverfest Parade will be July 14, 2018 at 11:00 a.m.

MOTION BY T. Griffith, second by R. Kozar adopting a Tax Budget for the calendar year 2019 under the authority granted to the Board by R.C. 5705.28. Roll Call was as follows: J. Giardina, Excused; Terry R. Griffith, Yea; Thomas Hoffman, Excused; Robert Kozar, Yea; Karyn Seibel, Yea; Rhonda Watt, Yea; Robert Williams, Yea. Motion Carried. RESOLUTION NO. 2018-05.

MOTION BY R. Kozar, second by T. Griffith to allow the Fiscal Officer to obtain amended certificates from the Erie County Auditor's office in advance of the Board meetings, if under \$5,000.00. Roll Call – Yeas 5, Nays 0. Motion Carried.

MOTION BY R. Kozar, second by T. Griffith to allow the Fiscal Officer to reinvest CD's without Board approval when at or above the current rate and provide an annual review of interest rates from area banks. Roll Call – Yeas 5, Nays 0. Motion Carried.

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MOTION BY R. Williams, second by T. Griffith to go into Executive Session for the purpose of discussing the compensation of public employees under R.C. 121.22(G)(1). Roll Call – Yeas 5, Nays 0. Motion Carried.

Meeting resumed at 8:14 p.m.

MOTION BY R. Williams, second by T. Griffith approving the recommendations of the Director for compensation of public employees under R.C. 121.22(G)(1). Roll Call – Yeas 5, Nays 0. Motion Carried.

MOTION BY R. Watt, second by R. Kozar to change the starting hourly rate to \$10.00 per hour for new part-time circulation employees. Roll Call – Yeas 5, Nays 0. Motion Carried.

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

Meeting adjourned at 8:25 p.m.

Karyn Seibel, President

Joanne Kensik, Fiscal Officer

