

Huron Public Library Board of Trustees  
Minutes to Regular Meeting April 11, 2018

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

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

MOTION BY: T. Griffith second by R. Watt to approve the minutes to the March 14, 2018 regular meeting with corrections. Roll Call – Yeas 4, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS:

Thank you card to the Board of Trustees for the staff breakfast on April 10, 2018.

**President's Report:**

President Karyn Seibel, thanked the other Board members for their participation for the Staff Breakfast.

**Director's Report:**

Mr. Reid will be speaking at “The Celebrate Huron” state of the community event on April 18 at the Cedar Point Center, BGSU Firelands.

Phase II of the basement water project should be on Duluca's schedule soon. Phase II of the security cameras installation was completed on March 26, 2018. Media players from Rise Display have been received. Mr. Reid needs to purchase the TVs and schedule the installation of the power supply before setting up the digital signs. Mr. Dave Snyder expects to complete the draft project scope by April 18, 2018. Building and Grounds will review his work before bid documents are created. The bidding period is expected to be in June.

Mr. Reid said that Photoshop license was installed on 4 public computers. He is also expecting our new furniture to be delivered the week of April 16. An account has been set up on GovDeals.com to try to auction off the usable furniture. He also secured a dumpster from Bullseye Dumpsters, Huron that week to remove the furniture that is not fit for usage.

Mr. Reid explained to the Board of Trustees that he will be purchasing at least 10 Launchpad tablets from Playaway. He will use money allocated to the Contingency fund then roll the money received from memorial donations into the General Fund.

**Fiscal Officer's Report:**

1<sup>ST</sup> half property taxes have been received and deposited.

Attended a webinar on March 28<sup>th</sup> presented by UAN entitled "How to Manage Your Current Operating Budget".

Local Government, a division of the State Auditor's Office, suggested we contact our legal counsel regarding the ORC that allows a public entity to auction equipment no longer needed or used.

Discussed Meeder Investments with the State Treasurer's Office. We can invest with outside investment agencies as long as we are in compliance with the Ohio Revised Code for our entity. However, he did caution that fees charged by these investment firms may be more than expected especially if you do not have a significant amount of money to invest.

CLI Document Destruction (Christie Lane) can destroy unneeded documents. They can drop off and pick up a bin for our use. We will be charged by the pound.

The Fiscal Officer will be attending a workshop at the Erie County Commissioners Office regarding Cybersecurity in June. They will be covering the different type of cyberattacks, why governments are targeted, how to minimize your risk, way to spot digital threats and what to do if we are attacked.

**Personnel Committee Report:**

Chair, Robert Williams, also thanked the Board for their contribution to the staff breakfast.

Other items will be discussed under New Business.

**Audit and Finance Committee Report:**

A tentative meeting has been scheduled for April 25, 2018 at 9:00 a.m.

**Building and Grounds Committee Report:**

None

**Strategic Planning Committee Report:**

None

**Contracts and Legislation:**

Items will be discussed under New and Old Business.

OLD BUSINESS:

MOTION BY T. Griffith, second by R. Williams to execute the lease with the Huron Historical Society for a period from January 1, 2018 through December 31, 2022 and authorizing the current President to sign the lease under the authority granted to this Board under O.R.C. 3375.33. Roll Call – Yeas 4, Nays 0. Motion Carried  
RESOLUTION NO. 2018-04. Exhibit A

Fine reduction will be discussed at the Finance Meeting on April 25, 2018 and brought back to the Board of Trustees at their May 9, 2018 meeting.

NEW BUSINESS:

MOTION BY T. Griffith, second by R. Watt correcting a clerical error in Resolution 2018-01. Roll Call – Yeas 4, Nays 0. Motion Carried. RESOLUTION NO. 2018-02. Exhibit B

MOTION BY R. Watt, second by T. Griffith Adopting the Amendment to the Clevnet System Agreement. Roll Call – Yeas 4, Nays 0. Motion Carried.  
RESOLUTION NO. 2018-03. Exhibit C

The Stanley W. & Hilda H. Dickhaut Family Endowment Fund will be discussed at the Finance Meeting on April 25, 2018 and brought back to the Board of Trustees at their May 9, 2018 meeting.

MOTION BY R. Williams, second by T. Griffith to cancel the regularly scheduled Board meeting during the month of July, 2018. Roll Call – Yeas 4, Nays 0. Motion Carried.

MOTION BY T. Griffith, second by K. Seibel to table salary discussion until the May, 9, 2018 meeting. Roll Call – Yeas 4, Nays 0. Motion Carried.

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MOTION BY R. Williams, second by K. Seibel to renew our current Certificate of Deposit with Civista Bank for 181 days at 0.30%. Roll Call – Yeas 4, Nays 0. Motion Carried.

MOTION BY T. Griffith, second by R. Watt to table the Marty Stewart donation until our May 9, 2018 meeting. Roll Call – Yeas 4, Nays 0. Motion Carried.

There being no further business to discuss, MOTION BY T. Griffith, second by K. Seibel to adjourn. Roll Call – Yeas 4, Nays 0. Motion Carried

Meeting adjourned at 8:29 p.m.

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Karyn Seibel, President

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Joanne Kensik, Fiscal Officer