

Huron Public Library Board of Trustees
Minutes to Regular Meeting March 8, 2017

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

Present: Terry Griffith, Karyn Seibel, Tom Hoffman, Bob Williams, Rhonda Watt.

Excused: Joe Giardina, Rob Kozar. Guests: Joanne Kensik, Fiscal Officer and Andrew Mangels, Chair OLC Board of Directors.

MOTION BY: R. Watt, second by K. Seibel to approve the minutes to the February 22, 2017 regular meeting with correction. Roll Call – Yeas 5, Nays 0. Motion Carried.

Public Comments: None

Communications: None

Andrew Mangels, Chair OLC Board of Directors spoke on the OLC Strategic Plan. The Plan encompasses four parts; Advocacy, Education, Organization and Resource. The Strategic Plan expires this year so it is a good time for Libraries to reach out to the OLC if they have any concerns or thoughts that the OLC can take into consideration as they prepare the next Strategic Plan.

REPORTS:

President's Report:

President Griffith reported on the PLF meeting that was held on February 23, 2017. It will be discussed further under Old Business.

Ms. Griffith presented the Board with a new chart for the Levy Campaign. The Resolutions were delivered to the Board of Education and should be on their agenda for the 3/21/17 meeting. Director Reid will verify that it will be on the agenda closer to the date of the meeting.

Increased hours for the Fiscal Officer while the Director is out on FMLA will be discussed further under New Business:

Director's Report:

In Director Reid's absence, the Board read his report that was provided in the Board Packet. They questioned the quote from Firelands Computer Services. The estimate is \$200.00 higher than the verbal quote received. The Board will wait until Mr. Reid's return for an explanation.

Fiscal Officer' Report:

Ms. Kensik reported that the exit interview for the 2014-2015 Audit was conducted on February 17, 2017. She reported and explained to the Board the two findings in the report. One of the findings was for not requesting an "Amended Certificate" from the County Auditor for the money transferred to the Capitol Projects Fund. The State Auditor said we could put it in the minutes and the Auditor's Office will accept that as long as the wording explicitly states what the purpose of the transfer is for. *The Board agreed to use that option instead of requesting an "Amended Certificate"*.

The change from FirstMerit to Huntington has taken place. There have been a few glitches but all in all it went smoother than expected.

Personnel Committee Report:

None

Audit and Finance Committee Report:

None

Building and Grounds Committee Report:

Mr. Hoffman said he will contact Director Reid regarding the Firelands Computer Service's quote on running the lines by the new copier. He also asked if any quotes were received for placing blinds upstairs. The Fiscal Officer did not know if any quotes were received. These are items that are not critical and can wait for the Director's return.

Strategic Planning Committee Report:

None

Contracts and Legislation Report:

None

Ad Hoc Committee:

To be discussed under Old Business.

OLD BUSINESS:

MOTION BY: R. Williams, second by T. Hoffman accepting the unanimous decision of all the public libraries contained within the geographic boundaries of Erie County, Ohio in establishing the formula for distribution of the annual proceeds of the Erie County portion of the Ohio Public Library Fund under R.C. 5747.47 for calendar years 2018 and 2019. Roll Call – T. Griffith, Yea; K. Seibel, Yea; T. Hoffman, Yea; R. Williams, Yea; Rhonda Watt, Yea. Motion Carried. RESOLUTION NO. 2017-08.

Ms. Seibel and the Board discussed the chart and revisions provided for the upcoming levy. A new chart will be provided at the next Board meeting removing the items that have been completed. Mr. Hoffman discussed making a new video and a website. He will have a mock website at the next Board meeting to show the Board. Ms. Watt asked about the budget. Mr. Williams said \$750.00 at this time. Ms. Watt also asked if she can start requesting donations. The Board provided her with the name to be placed on any checks received from supporters. Ms. Griffith suggested that each committee meet before the next Board meeting in April.

NEW BUSINESS:

MOTION BY R. Watt, second by K. Seibel approving the Fiscal Officer to work extra hours as needed while the Director is absent and to use compensatory time off. Roll Call – Yeas 5, Nays 0. Motion Carried.

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

Meeting adjourned at 8:20 p.m.