

Huron Public Library Board of Trustees
Minutes to Regular Meeting Held September 10, 2014

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

Present: Robert Williams, Terry Griffith, Lesley Dieter, Pete Landino, Rob Kozar, and Tom Hoffman. Excused: Sally Sprunk.

MOTION BY: L. Dieter, second by T. Hoffman to approve the minutes to the August 13, 2014 meeting. Roll Call – Yeas 6, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS: None

REPORTS:

President's Report:

President Williams thanked everyone who volunteered for the Friends of the HPL book sale on September 5, 6, and 7th. The book sale was a huge success. President Williams reported on an article he read in Wired Magazine regarding Modern Day Public Library's.

Director's Report:

Director Reid discussed various maintenance issues that will need to be addressed such as carpeting and HVAC system.

Director Reid, Julie Brooks (Sandusky Library) and Michelle Francis (OLC) were interviewed live on the web by Sandusky Register's "Between the Lines". It served as a method to kick off the "Restore the PLF" campaign in Erie County.

Director Reid explained to the Board that the FCC has announced changes to the e-rate program that will affect the budget. We should plan on a 20% reduction of our e-rate funding until 2017 when we will no longer receive any e-rate rebates for telecommunication.

Director Reid attended several meeting in the month of August including an OLC sponsored small libraries roundtable discussion at the Galion Public Library where OLC Executive Director, Doug Evans, presented on the "Restore the PLF" Campaign. Mr. Reid hosted for an Erie County Director's Meeting where information about the PLF funding formula in Erie County was discussed.

Fiscal Officer's Report:

Fiscal Officer reported to the Board that the 2nd half of Real Estate Taxes has been received and was deposited on 8/29/14.

The 2015 Official Certificate of Estimated Resources has been received from the Erie County Auditor's Office. The Budget Commission is predicting we will receive \$876,040.00 in 2015. This is an \$88,942.00 increase from what we sent to the Auditor.

Transfers for the month of August are as follows:

\$100.00

FROM: 1000-110-390-0000 Other Purchase and Contracted Services
TO: 1000-210-390-0000 Other Purchase and Contracted Services

\$1270.40

FROM: 1000-120-413-4001 DVD Adult
TO: 1000-230-451-0000 Gen Admin Supplies

The Fiscal Officer informed the Board that she is currently receiving quotes regarding Gas and Electric rates. MOTION BY T. Griffith, second by R. Kozar to allow the Fiscal Officer and Director to make the decision on which utility distribution company will be used and report back to the Board once the decision is made. Roll Call – Yeas 6, Nays 0. Motion Carried.

Personnel Committee Report:

The Personnel Committee met on September 3 and 4, 2014 to update the personnel policies to reflect the changes in the law and practices at the Library.

Audit and Finance Committee Report:

The Audit and Finance Committee will meet on October 3, 2014 at 1:00 p.m. to prepare the 2015 Temporary Appropriations.

Building and Grounds Committee Report:

The Building and Grounds Committee met on September 10, 2014. The HVAC maintenance contract was discussed. The cost is increasing from \$3,772 to \$8,296. It was recommended that the Director seek out other companies to submit a RFP.

Some carpet squares are in need of replacement as well as some furniture. A replacement plan needs to be developed. The Committee recommended a phase process for the future years to meld the replacement/repair of furniture and carpeting.

Records Commission Report: None

Strategic Planning Committee Report:

Chairman Kozar said there is no report and will schedule a meeting after the October 2014 Board meeting.

OLD BUSINESS:

A draft of a contract with the Huron Historical Society has been received.

Recognition of Friends of HPL/Volunteers event was discussed. Event will be October 12, 2014 at 2:30 p.m.

Holiday Open House was discussed. The Holiday Open House will be December 7, 2014 from 2-4 p.m.

The 2015 Holiday Closings was discussed. A survey of the staff indicates they do not want to use the Floating Holiday (Columbus Day) as a holiday for the day after Thanksgiving. Increasing the number of holidays to include the day after Thanksgiving was discussed. That suggestion has been tabled until the next Board meeting. Since Clevnet needs the Holiday schedule by the end of September, MOTION BY R. Kozar, second by L. Dieter to leave the 2015 Holiday Schedule as written. Roll Call – Yeas 5, Nays 1. Motion Carried. **EXHIBIT A**

NEW BUSINESS:

MOTION BY: P. Landino, second by T. Griffith requesting the Honorable John R. Kasich, Governor of Ohio and the Honorable members of the Ohio General Assembly to restore the Public Library Fund to 2.22% of the total General Revenue Fund of the State Biennial Budget. Roll Call – Yeas 6, Nays 0. Motion Carried. RESOLUTION NO. 2014-9

The Update/Revision of the Personnel Policies was discussed. T. Griffith asked the Board members to read through the policies and let her know if they have any changes, additions or suggestions. She will then prepare a final draft for the Board to review.

Huron Public Library Board of Trustees
September 10, 2014
Page 4

Changing the Trustee Emeritus from the current 15 years of service to 14 years of service was discussed. The reasoning was that a Trustee would only have to complete two terms of service to reach Emeritus standing instead of three. After much discussion, it was decided to leave the Emeritus standing at 15 years.

The next meeting of the Board of Trustees has been changed from October 8, 2014 to October 15, 2014 at 7:00 p.m.

There being no further business to discuss, MOTION BY L. Dieter, second by T. Griffith to adjourn. Roll Call – Yeas 6, Nays 0. Motion Carried.

Meeting adjourned at 8:55 p.m.

Robert Williams, President

Joanne Kensik, Fiscal Officer