

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

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

Present: Robert Williams; Karyn Seibel; Terry Griffith; Rob Kozar arrived at 7:05 p.m.; Joe Giardina; Tom Hoffman; Rhonda Watt. Guests: Benjamin Reid, Director, Joanne Kensik, Fiscal Officer.

MOTION BY: R. Watt, second by J. Giardina to approve the minutes to the January 11, 2017 regular meeting. Roll Call – Yeas 6, Nays 0. Motion Carried.

MOTION BY R. Watt, second by K. Seibel to approve the minutes to the January 26, 2017 special meeting with corrections. Roll Call – Yeas 6, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS:

Thank you card was received from employee Pat Corriveau to the Board for acknowledging her years of service.

Prosecutor's Opinion #2017-CV-001 was shared with the Board.

REPORTS:

President's Report:

President Griffith stated that a campaign strategy and timeline for planning to place a levy on the November ballot must be implemented.

The PLF meeting will be on February 23, 2017 and will be discussed further under Old Business.

The contract for the new copier was negated with the library receiving some relief on the price of color toner and copies after one year's experience.

Director's Report:

Director Reid has invited Andrew Mangels, Director of the Westlake Porter Library and Chair of the OLC Board of Directors to the Board's March meeting to give a short presentation. He will answer any questions about OLC's service and advocacy.

Mr. Reid gave the Board a clearer explanation of tax rollbacks/reductions, and how deciding on which type of levy the Board places on the ballot affects the tax rollback/reduction.

Mr. Reid met with representatives from the City, School, BGSU, Township and Chamber to discuss plans to collaborate on a project to market our services and events to the public from one shared source.

He also met with Janis Wallace school nurse, to discuss the adopt-a-family program in Huron. Mr. Reid has ideas for a partnership with Rotary to expand our ability to assist those children and families in need in Huron.

Mr. Reid met with Superintendent, Denny Muratori, to discuss the United Way partnership and present our draft strategic plan.

Fiscal Officer Report:

The Fiscal Officer told the Board that year 2016 has been closed and all reports sent to the State Auditor's Office.

She informed the Board that the Audit for 2014-2015 has been completed. We will meet with the Auditor on February 17, 2017 at 8:30 a.m. for the exit interview and discuss any issues that were noted during the audit.

Personnel Committee Report:

None

Audit and Finance Committee Report:

The Finance Committee will be holding a meeting on February 13, 2017 at 8:00 a.m. to discuss permanent appropriations and the Levy.

Building and Grounds Committee:

The Building and Grounds Committee met on January 24, 2017. Items discussed were the Wadsworth Contract, the purchase of furniture and blinds. The committee also discussed the installation of an internet line to supply the new printer, copier and scanner. Multimedia boards and security cameras were also discussed. Minutes are attached as Exhibit A.

Strategic Planning Committee:

Will be discussed under Old Business.

Contracts and Legislation:

None

Ad Hoc Committee:

This Committee will be leading the Levy Campaign. Chair, Karyn Seibel will be organizing a meeting soon. She asked who makes the determination of the type and amount of the levy for the ballot. She was told that the Board of Trustees makes the final decision.

OLD BUSINESS:

Director Reid presented to the Board a spreadsheet based on 2016 Erie County PLF distributions. The spreadsheet displays what each library will maintain at the current distribution percentages until their payout reaches 2016 total receipts. Once total receipts are attained, all additional disbursements will be based on the new percentages based on per capita.

MOTION BY B. Williams, second by R. Kozar to approve the Goals and Objectives for the Director for 2017. Roll Call – Yeas 7, Nays 0. Motion Carried.

MOTION BY K. Seibel, second by T. Hoffman to approve the Goals and Objectives for the Fiscal Officer for 2017. Roll Call – Yeas 7, Nays 0. Motion Carried.

Rob Kozar the Chair to the Strategic Planning Committee reported that the Goals and Objectives of the Strategic Plan coincide with the Community Survey. He also said that he has information that will be very useful for the Levy campaign.

NEW BUSINESS:

Summer Reading T-shirts was discussed.

There will be a Special Meeting on February 22, 2017 at 7:00 p.m. to discuss levy final committee members and a discussion of a timeline.

There being no further business to discuss, MOTION BY K. Seibel, second by J. Giardina to adjourn. Roll Call – Yeas 7, Nays 0. Motion Carried.

Meeting adjourned at 9:10 p.m.

Terry Griffith, President of the Board

Joanne Kensik, Fiscal Officer