

Huron Public Library Board of Trustees
Minutes to Regular Meeting Held April 13, 2016

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

Present: Terry Griffith; Pete Landino; Joe Giardina; Rob Kozar arrived at 7:25 p.m.
Excused: Robert Williams; Tom Hoffman; Kayrn Seibel. Guests: Benjamin Reid,
Director, Joanne Kensik, Fiscal Officer.

MOTION BY J. Giardina, second by R. Kozar to approve minutes to the March 9, 2016 meeting. Roll Call – Yeas 4, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS:

Postcard was received from Trustee Williams.

REPORTS:

President's Report:

None

Director's Report:

Director Reid has been one of 32 librarians accepted to attend the Library Leadership Ohio 2016 workshop. The event will be held on July 19 - July 22 in Worthington, OH.

Director Reid attended Library's Advocacy Day in Columbus on April 13, 2016. He attended meetings with Senator Randy Gardner and Representative Steve Arndt.

Mr. Reid reported on the March 29, 2016 meeting with Library representatives to further discuss the PLF distribution formula. The purpose of the meeting was to confirm population statistics and determine our next steps.

Mr. Reid attended the OLC Convention planning meeting at the Bucyrus Public Library. The Convention will be held this summer at Kalahari Resorts in Sandusky, OH.

Fiscal Officer's Report:

First Half Real Estate Taxes has been received and deposited. Permanent Appropriations have been entered into the UAN system and a Certificate of County Auditor that the total appropriations from each fund do not exceed the Amended Official Estimate of Resources was received on 3/31/16.

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Ms. Kensik reported on the recently announced plans for FirstMerit to merge with Huntington Bank. The conversion is expected to be complete in early 2017.

Certificate of Records Disposal (RC-3) has been completed. None of the items on the form needs to have Ohio History Connection approval and are set for disposal on April 19, 2016.

Personnel Committee Report:

None

Audit and Finance Committee Report:

Meeting will be held on April 25, 2016 at 8:00 a.m. to discuss 2017 Budget.

Building and Grounds Committee Report:

None

Strategic Planning Committee:

Chairman, Rob Kozar reported on meeting with State Library consultant, Katy Klettlinger. Ms. Klettlinger outlined "Planning for Results Strategic Planning Process". Mr. Kozar and Mr. Reid explained the next step is mailing surveys and holding focus groups. The Committee would like to have the survey questions completed for review by May 6, 2016 with a distribution date of May 16, 2016 – June 17, 2016.

Contracts and Legislation Committee:

None

OLD BUSINESS:

President Griffith reminded the Board that the staff brunch is on 4/20/16.

The Board extended their condolences to Trustee Karyn Seibel on the death of her father.

MOTION BY J. Giardina, second by R. Kozar to approve Huron Public Library's census numbers (10,552) and percentage of the total Erie County PLF for 2017 (13.689%). Roll Call – Yeas 4, Nays 0. Motion Carried.

The Board tabled the Ohio Checkbook discussion until the May 11, 2016 meeting.

NEW BUSINESS:

MOTION BY J. Giardina, second by P. Landino to accept the Director's recommendation to hire Terry Mazur as a Circulation Assistant for 24 hours a week at a rate of \$9.50 per hour as of March 14, 2016. Roll Call – Yeas 4, Nays 0. Motion Carried.

MOTION BY J. Giardina, second by R. Kozar to accept the Director's recommendation to hire Eric Rickel as a Circulation Assistant for 24 hours a week at a rate of \$9.50 per hour as of March 16, 2016. Roll Call – Yeas 4, Nays 0. Motion Carried.

MOTION BY R. Kozar, second by P. Landino to accept the Director's recommendation to hire Tessann Brewster as a Circulation Assistant for 24 hours a week at a rate of \$9.50 per hour as of April 4, 2016. Roll Call – Yeas 4, Nays 0. Motion Carried.

The Board tabled the offer from ServPro Restoration to digitize the Library's disaster plan details and create an individualized and secure app for tablet or smartphone in the event of an emergency until the May 11, 2016 meeting.

There being no further business to discuss, MOTION BY J. Giardina, second by R. Kozar to adjourn. Roll Call – Yeas 4, Nays 0. Motion Carried.

Meeting adjourned at 8:30 p.m.

Terry R. Griffith, President

Joanne Kensik, Fiscal Officer