

Huron Public Library Board of Trustees
Minutes to Regular Meeting Held October 14, 2015

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

Present: Robert Williams; Karyn Seibel; Tom Hoffman; Pete Landino. Excused: Rob Kozar; Lesley Dieter; Terry Griffith. Guests: Benjamin Reid, Director; Joanne Kensik, Fiscal Officer.

MOTION BY T. Hoffman, second by K. Seibel to approve minutes to the September 9, 2015 meeting with corrections. Roll Call – Yeas 4, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS: None

REPORTS:

President's Report:

President Williams spoke of a recent opportunity to speak with three representatives from various libraries. He asked if they had any experience with HVAC, Flooding and Insurance situations. The representatives said they had maintenance personnel that dealt with HVAC and flooding but were interested to hear about insurance options.

Director's Report:

Director Reid reported that the carpets were cleaned on September 19, 2015. He has also been troubleshooting the people counter at the Center St. door. It is just at the edge of the signal range and at times needs to be reset. Mr. Reid was involved with the planning of the Candidates; Forum held on October 8, 2015. He has been to Huron High School several times in the month of September to speak about the Library-School partnership and he spoke with a Women's Study Club on modern libraries.

The Battle of the Books was a huge success with Huron Library's team placing 3rd. The Friends of Huron Public Library are going to run an additional book sale on the day of the Holiday Open House. Director Reid announced that we have a new District 89 Representative. Mr. Steven Arndt has been appointed to represent District 89. A representative from Treasurer Mandel's office was not able to attend our October meeting. They are looking into the possibility to present the program electronically for our November 11, 2015 meeting.

Fiscal Officer's Report:

Fiscal Officer Kensik reported that the Library's Certificate of Deposit is due for renewal. The current interest rate for 1-yr. CD is .25 percent. Motion by B. Williams, second by P. Landino to renewal Huron Public Library's Certificate of Deposit for a period of 1 year at an interest rate of .25 percent. Roll Call – Yeas 4, Nays 0. Motion Carried.

Ms. Kensik informed the Board that payout of unused sick leave for a retired employee was processed on 9/18/15 and that we have one employee that is currently on leave without pay as described in the Bylaws, Policies, Plans & Procedure manual.

The cash register was sent in for repairs and it was determined that it is not cost effective to repair. She will be looking into the purchase of a new cash register. The Library has been contacted by the Board of Elections to ensure that the library will be set up and opened for the November election.

Personnel Committee Report:

In Chairman Griffith's absence, Bob Williams reported on their September 30, 2015 meeting. The Personnel Committee recommends Mr. Joseph Giardina to the Board of Trustees for their consideration.

Audit and Finance Committee Report:

In Chairman Dieter's absence, Director Reid reported that the Finance Committee met on October 6, 2015 to discuss 2016 Revenues and Appropriations. They will be presented to the Board at the November meeting for them to review with final approval in December 2015.

Building and Grounds Committee Report:

None

Records Commission Report:

None

Strategic Planning Committee Report:

In Chairman Kozar's absence, Mr. Reid and Mr. Williams informed the Board that a meeting will be held on October 15, 2015 at 1:00 p.m.

OLD BUSINESS:

MOTION BY: P. Landino, second by T. Hoffman to enter into an agreement with Wadsworth Solutions/Service to upgrade Huron Public Library's Building Automation System. Roll Call – Mr. Williams, Yea; Mr. Landino, Yea; Mr. Hoffman; Yea, Ms. Seibel, Yea. Motion Carried. RESOLUTION NO. 2015-05.

MOTION BY: R. Williams, second by K. Seibel to enter into a service agreement with Wadsworth Solutions/Service to perform scheduled preventive maintenance inspections for covered equipment and services required to maintain the system at maximum performance and reliability levels. Roll Call – Mr. Williams, Yea; Mr. Landino, Yea; Mr. Hoffman, Yea; Ms. Seibel, Yea. Motion Carried.

The Holiday Open House will be held on December 5, 2015 (2 p.m. – 4 p.m.)

Director Reid presented the Board with a property insurance quote from State Farm. He is still waiting for two more quotes before a final decision is made.

NEW BUSINESS:

MOTION BY: K. Seibel, second by P. Landino authorizing Robert Williams, President of the Board of Trustees to sign any and all contracts and agreements with Wadsworth Solutions/Services for the upgrade to Huron Public Library's HVAC automation system. Roll Call – Yeas 4, Nays 0. Motion Carried.

MOTION BY: K. Seibel, second by T. Hoffman to recommend to the Huron City Schools Board of Education the appointment of Mr. Joseph Giardina to Huron Public Library Board of Trustees to a term commencing on January 1, 2016 and ending on December 31, 2022. Roll Call – Yeas 4, Nays 0. Motion Carried.

MOTION BY: B. Williams, second by P. Landino to transfer ownership of four (4) paintings and prints to BGSU-Firelands to be placed in Great Lakes room in honor of Ms. Rehak as requested by her family. Roll Call – Yeas 4, Nays 0. Motion Carried.

There being no further business to discuss, MOTION BY B. Williams, second by T. Hoffman to adjourn.

Meeting adjourned at 8:35 p.m.

Robert Williams, President

Joanne Kensik, Fiscal Officer

