

Huron Public Library Board of Trustees
Minutes to Regular Meeting October 13, 2021

The meeting was called to order at 7:00 pm. by President, Rob Smith.

Present: Joe Giardina, Terry R. Griffith, Pete Jackson, Robert Kozar, Robert Smith and Robert Williams. Karyn Seibel was excused. Guests: Vikki Morrow-Ritchie, Director, and Diane Adams, Fiscal Officer.

MOTION BY Trustee Griffith second by Trustee Kozar to approve the minutes of the September 9, 2021 Regular Meeting. Roll Call – Yeas 6, Nays 0. Motion Carried.

PUBLIC COMMENTS:

None

COMMUNICATIONS:

President Smith read a letter from Mary Beth Hanson regarding the recent procedure change for the use of hot spots. The director shared her reasons for revising the procedure for the hot spot usage in that some patrons check out hot spots back-to-back and run their entire household with it, therefore using up all the data for the entire month. The library staff cannot tell how much data is left on the hot spot before another patron takes it, therefore the hot spot still works, but it will throttle. Mr. Smith said that with unlimited check-outs on hot spots by a relatively few patrons mean that the service is not available for the short-term travel needs for which it was intended. Mrs. Morrow-Ritchie also stated that the hot spots are not intended to replace a resident's internet service, but intended for temporary use. The board came to the consensus that the revised procedure by administration will in fact stay in affect and will be reviewed at the end of the year. MOTION BY Trustee Griffith, second by Trustee Giardina to support the Administration of the library on the revised procedure for the hot spot circulation. Roll Call: Yeas 6, Nays 0. Motion Carried.

The director stated that she will be attending a workshop with guidance on how to address the issue of circulation of the hot spots.

GUESTS:

None

REPORTS:

President's Report:

None

Director's Report:

The director updated the board on a few topics. She stated that Gundlach came and found that all three boilers are functional. They did however say that, the boiler circulating pump needed to be replaced and submitted a quote for \$5,040.00. MOTION BY Trustee Williams, second by Trustee Jackson to approve the charge of \$5,040.00 from Gundlach to replace the boiler circulating pump. Roll Call:

	Yes	No	Excused
Joseph Giardina	X		
Terry R. Griffith	X		
Peter Jackson	X		
Robert Kozar	X		
Karyn Seibel			X
Robert Smith	X		
Robert Williams	X		

The director stated that the roof replacement project is complete and that the final payment was made. She also said that the parking lot has been re-sealed and stripped.

Director Morrow-Ritchie said that, the Library Logo Directional signs on Route 6 and Center Street and on Cleveland Road and Center Street had needed to be replaced, the City of Huron in collaboration with the Friends of the Library worked in replacing the signs.

Fiscal Officer Report:

Fiscal Officer Adams presented her report to the board which included a financial spreadsheet for the 3rd quarter.

Personnel Committee Report:

Chair Williams submitted the September 30, 2021 minutes for Personnel Committee, and will discuss the Stark County Co-op matter under Old Business. He also stated that he plans to call a committee meeting to discuss the procedure for evaluating the staff.

Audit and Finance Committee Report:

Chair Jackson stated that the Finance Committee will meet Thursday October 14th at 4:00 pm. to discuss the temporary appropriations for 2022. He will have their recommendation to the board at the November meeting.

Building and Grounds Report:

Chair Smith submitted the September 30th Building and Grounds Committee meeting minutes. He stated that during the last huge side rain, there was water leakage in the building; he and Mark Wagner performed a walk through and concurred that the current problem appears to be in the masonry above the flashing. The committee and Mark Wagner recommended contacting several contractors to see if they could suggest a plan of action to fix this issue.

Mr. Smith also commended the City of Huron, and the Friends of the Library for the replacement of the directional signs for the library. This was completed successfully without any public funding.

Strategic Planning Committee:

Chair Kozar stated that he decided to keep the survey out in the public to get more responses. He said previously they had a much higher response when the newsletters were mailed independently and not included in the library’s quarterly newsletter. Mr. Kozar stated that he is ready to begin getting the focus groups together.

Contracts and Legislation:

Chair Griffith stated that all of her requests for changes to the copier lease with Perry Tech-Protech and US Bank have been approved except for the section of, what happens in default. A resolution will be submitted at the November meeting. MOTION BY Trustee Jackson, second by Trustee Giardina to authorize the board president to enter into a contract with Perry TechProtech for the lease of two new copiers. Roll Call:

	Yes	No	Excused
Joseph Giardina	X		
Terry R. Griffith	X		
Peter Jackson	X		
Robert Kozar	X		
Karyn Seibel			X
Robert Smith	X		
Robert Williams	X		

OLD BUSINESS:

Discussion of Holiday Closure Pay for Staff

The director clarified the pay for employees for a holiday that falls on a Saturday or a Sunday, would be a floating holiday sometime during that week within the same pay period that the holiday falls in.

Motion to Approve Stark County Schools Council of Governments’ Heath Care Consortium and Develop a Resolution to be approved at the November Board Meeting.

Chair Williams provided a spreadsheet with the rates for the Co-op Health Insurance with Stark County Council of Governments Consortium: included was a comparison with the library’s current carrier. The Personnel Committee recommended the policy change below in bold:

8.03 Medical Insurance.

Medical and hospitalization insurance are offered to full time employees defined by Ohio R.C. 3924.01(G) with full-time employees’ share being set by the Board. **The Board shall pay \$35.00 toward the full-time employee’s dental plan as provided by the Board. The Board shall pay the premium for the full-time employee’s life insurance plan. Employees may elect to take the individual dental plan with \$35.00 of the premium covered by the Library, or a family plan with the additional premium deducted from the employee’s pay.** Employee’s waiving the health insurance coverage will have the option of taking the health insurance coverage should their circumstances change. Employees waiving health insurance coverage will not receive alternate compensation.

After some discussion, MOTION BY Trustee Williams, second by Trustee Jackson to approve the Personnel Committee’s recommendation to be a part of the Stark County Schools Council of Governments’ Heath Care Plan. Roll Call:

	Yes	No	Excused
Joseph Giardina	X		
Terry R. Griffith	X		
Peter Jackson	X		
Robert Kozar	X		
Karyn Seibel			X
Robert Smith	X		
Robert Williams	X		

There will be a resolution to approve at the November meeting.

NEW BUSINESS

Motion to accept the Financials for September 2021

MOTION BY Trustee Griffith second by Trustee Kozar to accept the Financial Statements for September 2021. Roll Call – Yeas 6, Nays – 0. Motion Carried

Reappointment of Karyn Seibel

MOTION BY Trustee Williams, second by Trustee Kozar to recommend to the Huron City School District Board of Education, the appointing authority of Huron Public Library Board of Trustees, the reappointment of Karyn Seibel, 826 Salem Dr., Huron, Ohio, 44839, for the term commencing January 1, 2022 and ending December 31, 2028. Roll Call:

	Yes	No	Excused
Joseph Giardina	X		
Terry R. Griffith	X		
Peter Jackson	X		
Robert Kozar	X		
Karyn Seibel			X
Robert Smith	X		
Robert Williams	X		

Discussion on the Huron Public Library Operating Levy

There was some discussion on the Huron Public Library Operating Levy.

MOTION BY Trustee Giardina, second by Trustee Williams instructing the Fiscal Officer to contact the Erie County Auditor, asking for three certifications; Renewal, Replacement, and a Replacement with an increase of .25%. Roll Call – Yeas 6, Nays 0. Motion Carried.

There being no further business to discuss, MOTION BY Trustee Giardina second by Trustee Williams to adjourn. Roll Call:

	Yes	No	Excused
Joseph Giardina	X		
Terry R. Griffith	X		
Peter Jackson	X		
Robert Kozar	X		
Karyn Seibel			X
Robert Smith	X		
Robert Williams	X		

Meeting adjourned at 9:29 p.m.