

President Howard Lane called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, April 9, 2015, at 7:03 p.m. Trustees in attendance were: Betsey Bell, Holly Moore Kowalski, Howard Lane, Linda Rakvic, Rebecca Schaltenbrand, and Rita Stroempl. Steve Lavelle was absent. Also present were Director Mary Crehore, Fiscal Officer Lorie Scheer, Deputy Fiscal Officer Maureen Minadeo, and managers Nick Kelley and Ed Zovack.

There were no adjustments to the agenda, and there were no public comments.

2304-15
Approve minutes
of regular
meeting

Rita Stroempl moved and Holly Moore Kowalski seconded to adopt Resolution #2304-15, approving the minutes of the regular meeting of March 12, 2015.

Call for vote – All AYES,

Motion Carried

The following financial report for March, 2015 was presented and placed on file:

	<u>General Fund</u>	<u>Building Fund</u>
Receipts MTD	\$ 1,082,170.08	\$ 101.34
Expense MTD	\$ 211,487.14	\$ 12,159.00
Unexpended Balance	\$ 1,358,039.60	\$ 698,884.98
Total Unencumbered Funds	\$ 2,056,924.58	

Fiscal Officer’s Report: Lorie detailed financials, noting that we received \$1,031,071.97 in property tax revenue, which was \$54,406.47 more than our certification. Lorie stated that target revenue for the PLF should be at 25 percent, and we are at 24.95 percent, which is right on track. Lorie discussed the expense report, advising that all is in order. We are in the process of receiving estimates for healthcare. Mary noted that the contract expires May 31, 2015. Lorie reviewed orders for materials that have been placed. We are at 14.85 percent, which does not take into account what is encumbered for orders that have not been received.

Howard inquired if payments to Van Dyke were complete. Lorie advised that we have not received all invoices related to the renovation project but that she had just cut the last check for Van Dyke Architects and Everything Furniture Repair (reupholsterer).

2305-15
Approve
financial reports

Rita Stroempl moved and Holly Moore Kowalski seconded to adopt Resolution #2305-15, approving the Fiscal Officer’s March, 2015 report and monthly financial statements.

Call for Vote: All AYES

Motion Carried

2306-15
Accept gifts

Gifts: There was one gift to the Library from the Avon-on-the-Lake Garden Club of \$50.00 in memory of deceased members Thelma Carrigan, Clara Fjeldstadt and Jeannette Woolsey.

Betsey Bell moved and Rita Stroempl seconded to adopt Resolution #2306-15, accepting a gift to the Library.

Call for Vote: All AYES

Motion Carried

Director's Report: The OLC Trustees meeting is coming up on April 29 in Independence. Mary, Holly and Steve attended the Lorain County Trustees Council meeting on March 26 in Amherst. Holly and Steve participated in a World Café discussion, which they enjoyed. Sam Chada from Sandusky Library also talked about the "Latest trends in Technology."

Mary advised that 2015 is shaping up like 2014 with regard to personnel changes. We have two retirements: one in DiscoveryWorks and one in Technology Services, Graphics Designer. Rita inquired if Ed will be a part of the process of finding a new scientist (No). Howard asked if the Collective Bargaining Agreement will play a role in that process. (Yes, as all job openings are posted in-house, as per the collective bargaining agreement.) Our Head Cataloguer has accepted a management position with the Lorain Public Library System. We have posted this job on both NEO-RLS and at the KSU library school.

Mary attended a public hearing on April 8 for the NRG Pipeline project sponsored by the Ohio Power Siting Board at the Lorain County Community College Spitzer Conference Center. Seventeen individuals testified, including the mayors of Avon and Avon Lake, regarding 20 miles of pipeline which would extend from Avon Lake to Grafton. Almost all gave testimony that was positive, with one exception. Mayor Zilka did not mince words, noting, "an open plant is better than a closed plant." He and the school board president also addressed the issue of NRG's proposed devaluation of the plant's property and inventory.

Mary advised that Nathan Manning, our new state representative, and representatives Terry Boose and Marlene Anielski have sponsored an amendment to HB 64 (biennium budget bill), which restores the PLF to 1.75 percent from 1.66 percent; a number of representatives have also signed on.

Mary outlined statistics for the month of March, 2015, noting that the voter registration numbers and the notary numbers were added incorrectly. Mary noted that the use of self-check machines is over 22 percent.

Unfinished Business: Mary provided a building renovation update. All reupholstered chairs are back, new tables have been installed (with the exception of two needing wiring), and Riceland has installed the rest of the new shelving. Mary advised that she has kept a spreadsheet with all of the renovation detail, which she will share soon. The project will more than likely come in under \$660,000. The Board originally approved \$775,000, including contingency. Betsey advised that there was a nice write up about the renovation in *The Sun*, along with a photo, which she shared with the group.

Mary advised that the naming of the local history room has been resolved. The signed agreement is in the mail, and the check will be received by the end of April. The dedication will take place on Wednesday, May 27 at 4:30 p.m. This will be an informal affair. The Arnold family will be home that week, which gives us plenty of time to complete the room.

Mary noted that, to date, Marybelle Arnold does not know about the room naming but that she will be told in several weeks. Mary has cautioned staff to keep mum as Mrs. Arnold is often in the Library.

New Business: Mary stated that she was approached by an Avon Lake resident about the possibility of having a farmers market on Library property in August and September on Tuesdays from 3:00 p.m. – 7:00 p.m. This resident has gotten approval from the United Church of Christ to hold it there in June and July. Mary noted the organizer will charge a nominal fee of \$5.00 per booth or table, and that she has already talked to the City. Howard inquired about liability with insurance. Mary advised she has e-mailed our agent. Discussion ensued, regarding where the market would be placed, either on the north or south side of the Library. Parking was a concern, but Tuesday afternoons will be a good time with regard to Library attendance. Discussion followed, concerning the number and types of booths. Howard advised that we should have a written contract with the organizer, which would include who is responsible for clean-up; who acquires the permits, etc.; and where vendors can locate their booths in the Library's parking lot. Howard asked what the Library will gain from furnishing a site for the farmers market; Mary commented that she sees the market as a community service and therefore, another community partnership. Rita asked about being approached by other organizations for similar use of the Library's premises: would it be possible to decline others? The trustees decided they needed more information, and that Mary needs to work with the County Prosecutor on a contract or agreement. They agreed to revisit the proposal at their May meeting for a final decision.

Mary provided the trustees with a timeline for the March 8, 2016 operating levy as paperwork needs to be filed with the Lorain County Board of Elections on or about December 1, 2015. Lorie will bring 5-year projections for revenue and expenditures to the September 10 board meeting so that millage requests can be sent to the County Auditor's office before the end of September. The Board will review the auditor's findings and decide on the millage at the October 8 board meeting. As our taxing authority, the school board will approve their resolution to put us on the ballot at their November 10 board meeting. The school board's fiscal officer will then deliver the resolution to the Board of Elections prior to the December filing deadline.

We have kept the PAC [Political Action Committee] open so very little fundraising will have to be done, thanks to an annual donation from the Friends. The campaign will be conducted primarily during January and February 2016. Mary wondered about the use of yard signs in February if we have another winter like the one we had this year.

Mary requested that the Board once again appoint Avon Lake resident Michael Sharb, an attorney with Squire, Patton & Boggs, for all levy resolutions. Mr. Sharb has performed this service for the Library for the last three levy campaigns. His fee is \$1,500. Becky commented that she has worked with Michael Sharb on public sector matters and that he is a good attorney and a pleasant person. Mary iterated that having an attorney responsible for the resolutions ensures peace of mind for the PAC, the trustees and herself.

Betsy Bell moved and Rebecca Schaltenbrand seconded to adopt Resolution #2307-15, appointing attorney Michael L. Sharb of Squire, Patton & Boggs LLP for all resolutions associated with the Library's March 2016 operating levy, not to exceed \$1,500.

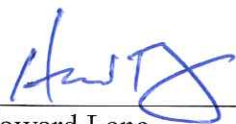
A Roll Call Vote Was Taken: All AYES,

Motion Carried

Bell	AYE
Kowalski	AYE
Lane	AYE
Lavelle	ABSENT
Rakvic	AYE
Schaltenbrand	AYE
Stroempl	AYE

Mary advised that the Library can legally pay for this expense, so it is not paid for by the PAC. With no further business to discuss, the meeting was adjourned at 8:00 p.m.

The next regular meeting of the Avon Lake Public Library Board of Trustees will be held on Thursday, May 14, 2015, at 7:00 p.m.



Howard Lane



Linda Rakvic