

1856-15

President Howard Lane called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, March 12, 2015 at 7:02 p.m. Trustees in attendance were: Betsey Bell, Howard Lane, Holly Moore Kowalski, Linda Rakvic, Rebecca Schaltenbrand and Rita Stroempl. Steve Lavelle was absent. Also present were Director Mary Crehore, Assistant Director Gerry Vogel, Fiscal Officer Lorie Scheer, Deputy Fiscal Officer Maureen Minadeo, managers Dianne Russell and Sybil Wendling and Public Relations Coordinator Jill Ralston.

There were no adjustments to the agenda and no comments from the public.

2298-15
Approve minutes
of regular
meeting

Betsey Bell moved and Linda Rakvic seconded to adopt Resolution #2298-15, approving the minutes of the regular meeting of February 12, 2015.

Call for Vote: All Ayes

Motion Carried

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

| | <u>General Fund</u> | <u>Building Fund</u> |
|---|------------------------|----------------------|
| Receipts MTD | \$ 65,984.16 | \$ 93.91 |
| Expense MTD | \$ 186,520.53 | \$ 169,395.00 |
| Unexpended Balance | \$ 487,355.86 | \$ 710,942.64 |
| Total Unexpended Balance All Funds | \$ 1,198,298.50 | |

Fiscal Officer's Report: Lorie reviewed financials for the start of the year, and there was some discussion of fund transfers. Lorie detailed that the Building Fund accounts are housed at Star Plus, Star Ohio and First Federal of Lakewood banks, which can necessitate an occasional fund transfer.

Lorie presented revenue accounts and some discussion of the PLF ensued. Mary added that the PLF is higher this year than last. Betsey inquired if encumbrances carry over from 2014. Lorie explained that encumbrance funds do carry over and become part of the budget.

2299-15
Approve
financial reports

Rita Stroempl moved and Linda Rakvic seconded to adopt Resolution #2299-15, approving the Fiscal Officer's February, 2015 report and monthly financial statements.

Call for Vote: All Ayes

Motion Carried

Gifts: There was one gift to the Library from the Avon/Avon Lake Rotary Club of \$500.00 to the Endowment Fund.

2300-15
Accept gifts

Holly Moore Kowalski moved and Rita Stroempl seconded to adopt Resolution #2300-15, accepting a gift to the Endowment Fund.

Call for Vote: All Ayes

Motion Carried

Director's Report: Mary outlined a meeting with state legislators in early February, 2015 concerning the Governor's budget, which will go to the Senate and House for revision and approval. Mary noted that the state legislators are not happy with the Governor's budget. The PLF is scheduled to increase by 5.7 percent in 2016 and 3.9 percent in 2017 if the Governor's budget is approved as is.

Mary noted that the Lorain County Library Administrators Council is having an "Evening of Dialogue" along with "Latest Trends in Technology" for a trustees' meeting on March 26 in Amherst. Mary, Steve, Holly and Linda will attend this meeting. The annual OLC Trustees meeting will be held on Wednesday, April 29, in Independence, Ohio. Mary, Holly, Linda, Rebecca and Rita will attend.

Mary gave an update on building renovation – new lounge chairs and laptop tables will be delivered on Friday, March 13 and will reside mostly around the fireplace in the Adult area.

Mary detailed statistics for the month of February, noting that circulation was 44,418, down a little from January. Mary advised that the weather was a factor. We also had a delayed opening on Monday, February 2 when we opened at noon. Discussion ensued about making the decision for a delayed opening; Mary stated that she and Marty Flynn make the call in the early morning hours. Mary notifies department heads, who call the people in their department that are scheduled for that day.

Unfinished Business: Mary outlined her walk-through with the contractor and architect on February 3, and advised the furniture delivery schedule. All new furniture and some reupholstered furniture will be in before the party.

Mary advised that we will have an obsolete equipment and furniture sale on March 23, 24 and 25, which will be open to the public.

Linda inquired if there were any updates on when Whitey, the piebald deer, will be exhibited at the Library. Mary advised she e-mailed Connie Field last week, and it will be spring before Whitey arrives at the Library.

Mary stated that she had recently heard from Jeanne Arnold, who advised that the naming of the History Room to the "Marybelle Arnold North Coast History Room" was going forward, and that the dedication could take place in mid-May. Mary noted that this gives us time to get everything finished and in place. Betsey inquired what that would require from the Library: a nameplate? Mary affirmed that a plaque will be purchased. She asked the trustees to approve the following resolution:

Whereas, the Family of Marybelle Arnold has expressed interest in securing naming rights to the newly-created local history room, in perpetuity, in exchange for a gift of \$10,000 from Dr. Jeanne Arnold and the Arnold Family Trust to be received by Avon Lake Public Library no later than 30 April 2015; and

Whereas, the name of the room will be the "Marybelle Arnold North Coast History Room" and the room will be referred to in this way in all documents, press releases and acquisitions associated with the room; and

Whereas, a nameplate bearing the name of the room and the names of the donors (Gift of the Arnold Family Trust and Dr. Jeanne Arnold) will be displayed in a prominent place immediately adjacent to the room; and

Whereas, the official naming of the room will be marked with an event in late spring/early summer of 2015 to be organized by the Library in tandem with the Arnold Family; therefore

Be it resolved, that the Board of Trustees of Avon Lake Public Library agrees to abide by all terms set out by the Arnold Family, as stated in this resolution, in regards to the "Marybelle Arnold North Coast History Room" in exchange for a gift to the Library of \$10,000.

Some discussion of the resolution took place. Rebecca brought up the word "all" in the second paragraph, and cautioned that the word "all" makes her nervous. Everyone agreed that the language would be acceptable in this circumstance.

Betsey Bell moved and Holly Moore Kowalski seconded to adopt Resolution #2301-15, approving the aforementioned resolution.

A Roll Call Vote Was Taken: All Ayes,

Motion Carried

| | |
|---------------|--------|
| Bell | AYE |
| Kowalski | AYE |
| Lane | AYE |
| Lavelle | Absent |
| Rakvic | AYE |
| Schaltenbrand | AYE |
| Stroempl | AYE |

New Business: Lorie gave an overview of the 2015 Final Appropriations Budget, stating that nothing has changed since December and it is similar to the 2013 and 2014 budgets. The only change is in the Building Fund appropriation. Lorie noted that we had neglected to encumber the contingency money for the Building Fund project. Therefore, we need to increase the appropriation from the Building Fund to \$200,000. This will cover the remainder of the project, plus whatever funds we need from contingency (to date, approximately \$35,000).

Betsey Bell moved and Rita Stroempl seconded to adopt Resolution #2302-15, approving the 2015 Final Appropriations Budget at the millennium levels of:

2301-15
Accept gift in
exchange for
naming rights of
Local History
Room

2302-15
Approve Final
Appropriations
Budget

1000/Salaries and Benefits for \$1,865,925

2000/Supplies for \$36,000

3000/Operations/Contracts for \$428,180

4000/Materials for \$320,000

5000/Capital Outlay for \$49,500

7000/8000/Other for \$201,815

for a General Fund total of \$2,901,420 and a \$200,000 appropriation from the Building Fund for a combined total for the two funds of \$3,101,420, as presented by the Fiscal Officer and Director.

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 had an Endowment Fund request. For years, our “donor tree” has been a piece of wall art. As all of the public art will be re-hung, in different locations, Mary asked the Board to support an actual donor tree, to be hung at the south entrance. Mary distributed a hand-out with an Expanding Modular Recognition Tree from donor-recognitions.com, showing a donor tree with a solid mahogany trunk which has 74 leaves for donor names. Randall’s will do the engraving for the current 47 donor leaves at a cost of \$5.00 per leaf. We will have 27 blank leaves to add donor names, and the tree is easily expanded beyond 74 leaves.

Holly Moore Kowalski moved and Linda Rakvic seconded Resolution #2303-15, authorizing an expenditure from interest earned on the Avon Lake Public Library Endowment Fund, held by the Community Foundation of Lorain County, for a 74-leaf, expanding modular donor tree, not to exceed \$1,000, and excluding leaf engraving.

A Roll Call Vote Was Taken: All Ayes,

Motion Carried

| | |
|---------------|--------|
| Bell | AYE |
| Kowalski | AYE |
| Lane | AYE |
| Lavelle | Absent |
| Rakvic | AYE |
| Schaltenbrand | AYE |
| Stroempl | AYE |

The meeting was adjourned at 7:53 p.m.

The next regular meeting of the Avon Lake Public Board of Trustees will be held on Thursday, April 9, 2015, at 7:00 p.m.



Howard Lane



Linda Rakvic