

1547-09

President Holly Moore Kowalski called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, November 12, 2009 at 7:00 p.m. Trustees in attendance were: Betsey Bell, Jim Clark, Jennifer Kennedy, Larry Kovacs, Holly Moore Kowalski, and Steve Lavelle. Also present were Director Mary Crehore, Assistant Director Gerry Vogel, Fiscal Officer Lorie Scheer, Deputy Fiscal Officer Cathi Fischbach and managers Nick Kelley, Judy Means and Ed Zovack. Also in attendance were: Roseanne Lavelle, Carol Henderson, Friends' President Laurie Tierney and Laura Marshall, Group Benefits Consultant.

There were no adjustments to the agenda or public comments.

Laura Marshall was introduced and proceeded with her presentation on two of the new benefits being offered by OEBC (Ohio Employee Benefits Consortium), Voluntary Life and MidMed healthcare insurance. Voluntary Life and Dependent Life are offered through the Lincoln Financial Group which is the group that the Library has recently switched to for the employer-paid life insurance and ADD coverage, for a 50 percent savings over current rates with Hartford. MidMed is an alternative to major medical for employees who do not qualify for the Library's health care plan. Laura left the meeting at 7:35 p.m.

1885-09  
approve  
minutes of  
regular  
meeting

Jim Clark moved and Larry Kovacs seconded to adopt Resolution #1885-09, approving the minutes of the regular meeting of October 8, 2009.

Call for Vote: All Ayes Motion Carried

The following financial report for October, 2009 was presented and placed on file:

	<u>General Fund</u>	<u>Building Fund</u>
Receipts MTD	\$ 66,059.39	\$ 65.17
Expense MTD	\$165,476.42	\$ 00.00
Balance-Operating Funds	\$273,100.63	\$ 52,822.85
Balance-Investments	\$120,873.62	\$ 427,847.81
<b>Total Balance All Funds</b>	<b>\$874,644.91</b>	

During October, Lorie has been busy encumbering funds for accounts that were in need of additional funds for the remainder of the year and unencumbering funds in accounts that were over-funded. Betsey asked what falls into the "cooperative projects" line and why is it so under encumbered? Lorie explained that that is the account used to cover projects like *Lorain County Reads* for which we are the fiscal agent and will be reimbursed by the other libraries involved. Irene inquired what type of property insurance the library has. She was recently told that an umbrella policy was no longer a necessity and possibly a waste of money. She asked Lorie to check into our policy. Larry asked if we had an executive membership at Costco. Lorie replied that we did not and would check into the possibility of getting one. Betsey asked why the postage account was over budget. Lorie said that inter-library loans accounted for the largest percentage of this account and we have taken steps to reduce this cost. When the contract for our Pitney Bowes postage meter expires, we will look into replacing it with a more cost effective means of metering our mail. Betsey Bell moved and Steve Lavelle seconded to adopt Resolution #1886-09, approving the Fiscal Officers October, 2009 financial reports and investments.

Call For Vote: All Ayes Motion Carried

1886-09  
approve  
financial  
reports

## 1548-09

Irene Keyse-Walker moved and Larry Kovacs seconded to adopt Resolution #1887-09, approving the general operating fund millennium transfers as presented by the Fiscal Officer totaling \$5,255.54 [see attached sheet for detailed transfer information.]

A Roll Call Vote Was Taken: All Ayes Motion Carried

Betsey Bell AYE

Jim Clark AYE

Jennifer Kennedy AYE

Irene Keyse-Walker AYE

Larry Kovacs AYE

Holly Kowalski AYE

Steve Lavelle AYE

**1887-09**  
approve  
transfers

There were no gifts to the Library in October.

Director's Report: Michael Dirda, author of *An Open Book: Coming of Age in the Heartland*, spoke here to an audience of approximately sixty people and signed copies of his book on Wednesday, October 28. His sixth grade teacher attended our presentation as did his childhood friend, Lance Teaman, with whom he ran away to Pittsburgh at the age of 14. Mary gave thanks to all the Lorain County public relations officers who did all the work of putting the four Michael Dirda events together. We received good news from OEBC – health insurance premiums with Anthem went down for 2010. Details will be available for the Finance Committee meeting on November 16. New windows, via Lakeland Glass, are on order and will be installed before Thanksgiving. The new chairs for the Adult computer area are also on order. Sixteen gutter brackets have been spot welded for Marty's winter test. In addition, he has been advised to drill several holes in the long gutter that runs along the east side, in hopes that this will be a fix to the on-going ice dam problem. The two ITG self-checks have arrived. A trainer has been here this week to test the units and provide training. Unfortunately, the self-checks may have to be sent back. There are several problems that do not seem to have a simple solution, one being the scanner is having a problem scanning through the DVD cases. Nick will continue to work with ITG to find a solution that is satisfactory to us. Mary drew attention to page two of her report which lists workshops, meetings, etc. that staff have attended during the month. On October 21 and 22, OLC sponsored an "Unconventional Convention" in the form of four webinars. OLC partnered with OCLC to present these webinars. Mary noted that Adult Services Librarian Debbie Switzer also attended the webinars and was inadvertently left off the list.

Statistics: Circulation is up 0.2% compared to October, 2008 and down 4.0% year-to-date. Overall attendance is down except in DiscoveryWorks where attendance is up 2.5% YTD. Reference and computer instruction continues to increase. Mary commended Gerry's and Paula's staff for the wonderful job they have done this year with collection development in the face of a decreasing budget.

There was no unfinished business.

New Business: Mary pointed out the two major changes that were made to the current Consortium Agreement that needed trustee approval. The name of the consortium was changed from Northeast Ohio Regional Library System Insurance Consortium to Ohio Employee Benefits Consortium.

**1549-09**

The *Committee* is now considered a *Board*. Betsey Bell moved and Larry Kovacs seconded to adopt Resolution #1888-09, approving the revised Ohio Employee Benefits Consortium Agreement.

A Roll Call Vote Was Taken: All Ayes Motion Carried

**1888-09**  
approve  
revised Ohio  
Employee  
Benefits  
Consortium  
Agreement

Betsey Bell AYE  
Jim Clark AYE  
Jennifer Kennedy AYE  
Irene Keyse-Walker AYE  
Larry Kovacs AYE  
Holly Kowalski AYE  
Steve Lavelle AYE

Jim Clark moved and Irene Keyse-Walker seconded to adopt Resolution #1889-09, approving a request of the Avon Lake City Schools Board of Education the appointment of Stephen Lavelle to a seven-year term as a Library trustee, commencing January 2010 through December 31, 2016.

A Roll Call Vote Was Taken: All Ayes Motion Carried

**1889-09**  
seven year  
term for  
Stephen  
Lavelle

Betsey Bell AYE  
Jim Clark AYE  
Jennifer Kennedy AYE  
Irene Keyse-Walker AYE  
Larry Kovacs AYE  
Holly Kowalski AYE  
Steve Lavelle AYE

Holly Kowalski appointed Betsey Bell and Steve Lavelle to the nominating committee for 2010 Board officers. Betsey and Steve accepted the nomination.

Betsey Bell moved and Larry Kovacs seconded to adopt Resolution #1890-09, to move into executive session at 8:20 p.m. to discuss a collective bargaining issue.

A Roll Call Vote Was Taken: All Ayes Motion Carried

**1890-09**  
executive  
session

Betsey Bell AYE  
Jim Clark AYE  
Jennifer Kennedy AYE  
Irene Keyse-Walker AYE  
Larry Kovacs AYE  
Holly Kowalski AYE  
Steve Lavelle AYE

The regular meeting reconvened at 8:34 p.m. There was no action taken on the Voluntary Life and MidMed healthcare plans that were presented by Laura Marshall. With no further business to discuss, the meeting was adjourned at 8:35 p.m.

**1550-09**

There will be a Finance Committee meeting on Monday, November 16 at 5:30 p.m. and a Special Board of Trustees meeting on Tuesday, November 17 at 7:00 p.m. The next regular meeting of the Avon Lake Public Library Board of Trustees will be Thursday, December 10 at 7:00 p.m.

President \_\_\_\_\_  
Holly Moore Kowalski

Secretary \_\_\_\_\_  
Jennifer Kennedy