

1543-09

President Holly Moore Kowalski called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, October 8, 2009 at 7:10 p.m. Trustees in attendance were: 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, and managers Nick Kelley, Judy Means, Paula Shadle, Ed Zovack and Public Relations Coordinator Jill Ralston. Also in attendance were: Nadge Herceg, Anne Herrilko, Sally Klepper and Roseanne Lavelle.

Mary made a request for an addition to the agenda: the authorization for the Director and Fiscal Officer to acquire property and liability insurance from a new provider added as V. D.

Public comments: Sally Klepper, Children’s Services Associate and Executive Board member of the Bargaining Unit reassured the Board and Mary that the members of the Bargaining Unit are willing to do their part to help keep the Library open and running smoothly. Holly thanked Sally for her positive attitude and offer of cooperation.

1877-09
approve
minutes of
regular
meeting

Jim Clark moved and Steve Lavelle seconded to adopt Resolution #1877-09, approving the minutes of the regular meeting of September 10, 2009.

Call for Vote: All Ayes Motion Carried

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

	<u>General Fund</u>	<u>Building Fund</u>
Receipts MTD	\$207,298.40	\$ 76.01
Expense MTD	\$126,487.66	\$ 00.00
Balance-Operating Funds	\$372,555.20	\$ 52,807.07
Balance-Investments	\$120,836.08	\$ 427,798.42
Total Balance All Funds	\$973,996.77	

Lorie and Mary attended the Lorain County Budget Commission hearing on September 30 at which time the 2010 certified revenue statements were distributed. Lorain County Auditor Mark Stewart recommended that we not appropriate 100% of the revenue we have been certified for. Property reevaluation and home foreclosures, among other unknowns, will certainly affect our 2010 revenue. The Finance Committee will meet November 16 at 5:30 p.m. Mary and Lorie will present their proposed 2010 temporary appropriations budget at this time. The Committee will bring their recommendation to the December 10, 2009 board meeting. Larry Kovacs moved and Steve Lavelle seconded to adopt resolution #1878-09, approving the Fiscal Officer’s September, 2009 monthly financial statements and investments.

1878-09
approve
financial
reports

Call For Vote: All Ayes Motion Carried

Gifts to the Library: Jennifer Kennedy moved and Larry Kovacs seconded to adopt Resolution #1879-09, accepting a gift of \$250.00 from Kiwanis Club of Avon Lake for new items in the Children’s department educational play area and \$70.00 from Richard and Judy Fox in memory of Louis Sudkamp (WWII books.)

1879-09
accept gifts

Call For Vote: All Ayes Motion Carried

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Jim Clark moved and Larry Kovacs seconded to adopt Resolution #1880-09, accepting the levy proceeds of \$1,497,200 for tax year 2010, as determined by the Lorain County Auditor.

A Roll Call Vote Was Taken: All Ayes Motion Carried

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

1880-09
accept 2010
levy proceeds

After a brief discussion on our current property and liability insurance, Steve Lavelle moved and Jennifer Kennedy seconded to adopt Resolution #1881-09, authorizing the Director and Fiscal Officer to acquire property and liability insurance from a new provider after review of coverage and premiums.

A Roll Call Vote Was Taken: All Ayes Motion Carried

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

1881-09
authorize
change in
property &
liability
insurance
provider

Director's Report: With the Fall 2009 Program Booklet totally online for the first time, programming has gotten off to an uneven start. In response to this, we have made some adjustments to our marketing venues, including a bigger, more obvious link on our website, and an e-mail "push" to our patrons via their e-mail addresses from our Sirsi database. Regardless, story times are packed. As part of Lorain County Reads, Michael Dirda, author of *An Open Book: Coming of Age in the Heartland*, speaks at our Library on Wednesday, October 28 at 6:30 p.m. Six people attended Mary's book discussion of *An Open Book* on Tuesday, September 29.

Statistics: Our year-to-date circulation is down 4.2% and the September 2009 compared to September 2008 circulation is down 6.9%. Library attendance as well as computer instruction continues to rise.

There was no unfinished business.

New Business: Mary gave an explanation of the Federal E-Rate program and her reason for requesting the utilization of Ohio E-Rate Services to act on behalf of the Library. Mary, Lorie and Cathi have attended 2-day seminars on how to procure the rate for the library and agree that the time and paperwork involved would be quite extensive. After a brief discussion, Larry Kovacs moved and Jim Clark seconded to adopt Resolution #1882-09, authorizing Rita Whitaker with Ohio E-Rate Services, LLC to act on behalf of Avon Lake Public Library for the Universal Services E-Rate program solely for the purpose of

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securing discounts for eligible telecommunications services during the E-Rate Funding Year 2009 [July 1, 2010 – June 30, 2011].

A Roll Call Vote Was Taken: All Ayes Motion Carried

1882-09
authorize
R.Whitaker to
act on behalf
of ALPL to
secure
discounts for
the 2009
E-Rate funding
year

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

Jim Clark reported on the September 18, 2009 Building Committee meeting. He suggested that in keeping with the 31 percent cut in state funding, we take 69 percent of the five year average as proposed in the 2009 – 2020 Building Plan as a guide to an annual expenditure from the Building Fund. The committee agreed the replacement of windows on the west-side of the building and ten PC workstation chairs in Adult are necessary and affordable expenses that should be addressed immediately. Other concerns that were discussed are: the renovation of the Adult department, brackets on the gutters, boiler replacement, replacement of carpeting throughout the Library, replacement of meeting room tables and adding replacement of major appliances to the Building Plan spreadsheet. Jim Clark moved and Larry Kovacs seconded to adopt Resolution #1883-09, approving the replacement of windows on the west side of the building, as per the quote by Lakeland Glass Company, Inc., not to exceed \$7,000 from the Building Fund.

1883-09
approve
replacement of
windows on
the west side
of bldg

A Roll Call Vote Was Taken: All Ayes Motion Carried

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

Jim Clark moved and Steve Lavelle seconded to adopt Resolution # 1884-09, approving the purchase of ten (10) chairs for the computer workstations in the Adult department from the Building Fund, as per the quote of \$2,865.20 from APG Office Furnishings.

A Roll Call Vote Was Taken: All Ayes Motion Carried

1884-09
approve
purchase of 10
chairs for adult
computer
workstations

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

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With no further business to discuss, the meeting was adjourned at 8:15 p.m.

The next regular meeting of the Avon Lake Public Library Board of Trustees will be Thursday, November 12 at 7:00 p.m.

President _____
Holly Moore Kowalski

Secretary _____
Jennifer Kennedy