

President Holly Moore Kowalski called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, July 23, 2009 at 7:00 p.m. Trustees in attendance were: Betsey Bell, Jim Clark, Irene Keyse-Walker, 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, Paula Shadle, and Public Relations Coordinator Jill Ralston. Also in attendance were: Children’s Services Associate Cindy Pulliam, Circulation Specialist Roseanne Lavelle, Adult Services Associate Sue Hurbanek and Laurie Tierney Friends’ Vice-President and Program Director.

There were no adjustments to the agenda or public comments.

1859-09
approve
minutes of
regular
meeting

Betsey Bell moved and Jim Clark seconded to adopt Resolution #1859-09, approving the minutes of the regular meeting of June 11, 2009.

Call for Vote: All Ayes Motion Carried

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

	<u>General Fund</u>	<u>Building Fund</u>
Receipts MTD	\$148,597.46	\$ 96.02
Expense MTD	\$176,556.23	\$ 00.00
Balance-Operating Funds	\$ 17,375.95	\$ 53,025.84
Balance-Investments	\$120,770.17	\$ 427,621.53
Total Balance All Funds	\$618,793.49	

Lorie stated that we are at approximately 50% of revenue year-to-date. She also pointed out that outstanding encumbrances are shown as a negative on the statement of cash position. This is because we have encumbered several contractual line items through year-end. The encumbrances will flip to a positive when we receive the second-half property tax check in August and the remainder of the PLF checks. As shown on the Plan vs. Actual 2009 revenue sheet, Lorie pointed out that we are 1.22% above the revenue that we had planned to receive. Lorie mentioned that we have cancelled delivery of Artesian Spring water. Nick Kelley is researching unused telephone lines in order to eliminate them from our monthly bill. He is also looking into the possibility of eliminating one copier. Since there was no further discussion on the financial reports, Larry Kovacs moved and Irene Keyse-Walker seconded to adopt resolution #1860-09, approving the Fiscal Officer’s July, 2009 report, monthly financial statements and investments.

Call For Vote: All Ayes Motion Carried

1860-09
approve
financial
reports

Lorie requested a budget transfer from the Technology-Hardware account to the Building and Site Maintenance account, which has had several unexpected expenses. Jim Clark moved and Irene Keyse-Walker seconded to adopt Resolution #1861-09, approving a transfer of \$13,000.00 from account 101-100-55530/Technology-Hardware to account 101-110-53310/Building and Site Maintenance.

A Roll Call Vote Was Taken: All Ayes Motion Carried

1862-09
approve
revisions to
the
Circulation
Policy -
Library
Cards

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

Holly moved and Betsey Bell seconded to adopt Resolution #1864-09, to convene to executive session at 7:37 p.m. to discuss collective bargaining issues.

A Roll Call Vote Was Taken: All Ayes Motion Carried

1864-09
convene to
executive
session

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

Betsey Bell moved and Steve Lavelle seconded to adopt Resolution #1865-09, to reconvene the regular meeting at 8:30 p.m.

A Roll Call Vote Was Taken: All Ayes Motion Carried

1865-09
reconvene
regular
meeting

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

Lorie summarized the August through December proposed cost cutting measures. Closing Sundays September through December, 2009 will save \$20,000. The Library pays overtime for Sunday hours. Furloughing non-bargaining employees for three days each will save \$7,000. The combination of all cuts will total \$74,806. Betsey Bell moved and Steve Lavelle seconded to adopt Resolution #1866-09, to dispense with hours of operation on Sundays, effective September 13, 2009 through December 2010.

A Roll Call Vote Was Taken: All Ayes Motion Carried

1866-09
dispense with
Sunday hours

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

Jim Clark moved and Larry Kovacs seconded to adopt Resolution #1867-09, to approve 3-day furloughs during the remainder of 2009 for the following non-bargaining employees: Director, Fiscal Officer, Assistant Director, Deputy Fiscal Officer, Technology Manager, Support Services Manager, Children’s Services Manager, DiscoveryWorks Manager, Page Supervisor and Public Relations & Marketing Coordinator.

1867-09
3-day
furloughs

A Roll Call Vote Was Taken: All Ayes		Motion Carried
Betsey Bell	AYE	
Jim Clark	AYE	
Jennifer Kennedy	ABSENT	
Irene Keyse-Walker	AYE	
Larry Kovacs	AYE	
Holly Kowalski	AYE	
Steve Lavelle	AYE	

Technology Manager Nick Kelley showed a video highlighting the self-check model that he recommends for the Library. He previewed three vendors that interfaced with Sirsi but only one vendor worked with the quick cases that we use and is transitional to RFID in the chance we go that route in the future. Irene asked Nick if he talked to any library that is using the recommended model. Nick said that no library in Ohio is currently using this self-check vendor but libraries outside of Ohio are using them. He is confident that we would receive good service /support from the company. Mary stated that patrons are asking for self-checks and that we have room for two on the Circulation desk. The funds for purchase of the self checks would come from the Building Fund. After a brief discussion, it was decided to table the discussion of self checks until the next board meeting. Nick will talk to other libraries using this self-check model and will also obtain further service information.

With no further business to discuss, the meeting was adjourned at 8:55 p.m. The next regular meeting of the Avon Lake Public Library Board of Trustees will tentatively be August 13 at 7:00 p.m. A final decision on the date of the next regular meeting will be made by Friday, August 7.

President _____
Holly Moore Kowalski

Secretary _____
Jennifer Kennedy