

1947-16

President Rita Stroempl called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, July 14, 2016 at 7:03 p.m. Trustees in attendance were: Betsey Bell, Holly Moore Kowalski, Steve Lavelle, Rita Stroempl and John Williams. Rebecca Schaltenbrand was absent. Also present were Director Mary Crehore, Fiscal Officer Lorie Scheer, Deputy Fiscal Officer Maureen Minadeo, managers Nick Kelley and Linda Janesz, Assistant Director Gerry Vogel and Public Relations Coordinator Jill Ralston.

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

Betsey Bell moved and John Williams seconded to adopt Resolution #2408-16, approving the minutes of the regular meeting of May 12, 2016.

2408-16  
Approve minutes  
of regular  
meeting

Call for Vote: All Ayes

Motion Carried

The following financial report for June, 2016 was presented and placed on file.

	<u>General Fund</u>	<u>Building Fund</u>
Receipts MTD	\$ 68,618.39	\$ 246.42
Expense MTD	\$ 181,318.82	\$ 0.00
Unexpended Balance	\$ 1,071,810.47	\$ 718,865.49

**Total Unexpended Balance All Funds \$1,790,675.96**

**Fiscal Officer's Report:** Lorie detailed financials through June, 2016. We are halfway through the year, and we have a 17 percent increase in revenue as compared to this point in 2015. We are at 53 percent of what we anticipated. On the Expense side, we have only spent 46 percent of our budget for 2016. Expenses were actually lower at this time in 2015 by 2.44 percent. Betsy inquired about three MasterCard expenses in June. Mary noted it was conference attendance, and was broken down by hotel, food, and parking, thus the three different line items.

2409-16  
Approve  
financial reports

John Williams moved and Betsy Bell seconded to adopt Resolution #2409-16, approving the Fiscal Officer's June 2016 report, and monthly financial statements.

Call for Vote: All Ayes

Motion Carried

**Gifts:** There were two books, regarding Cleveland, given in memory of Joyce Noss from Barbara Felt. There was a gift from Mary Ellen Armentrout, ....*And her stockings sang: Childhood memories of Carnegie Libraries.*

Betsey Bell moved and Steve Lavelle seconded to adopt Resolution #2410-16, accepting gifts to the Library for June, 2016.

2410-16  
Accept Gifts to  
Library

Call for Vote: All Ayes

Motion Carried

**Director’s Report:** Mary gave building project updates. HVAC: RTU #4 has been received, but we are waiting for Marty to return for its installation in mid-August or early September. Mary noted that the new self-check machines should be up and running soon. There have been software issues with our existing coin boxes and the new units. Nick continues to work on this daily, and noted that SIRSI and BayScan Technologies are making progress. Mary noted that no money has changed hands, and will not until we have functioning machines in place.

Mary advised that Energy Efficient Lighting installed additional LED lights in the public restroom on July 3, which has greatly improved the lighting there. Mary noted the upcoming lower level paint and carpet projects are scheduled for the end of August.

**Statistics:** Use of self-checks remains around 25 percent. Facebook has increased dramatically in total reach. During the month of June, the summer reading programs, and the Children’s garden have resulted in the Library reaching many more people than usual through social media. Mary advised there is much interest in the garden, our donations to Community Resource Services from the garden, and the live animals we have here weekly.

There was no unfinished business.

**New Business**

Rita and Mary had discussed the necessity of filling Linda Rakvic’s office of vice president, in particular for check signing purposes. To that end, Rita appointed Betsey vice president through the end of 2016.

**Bylaws revision:** Mary had not experienced a vacancy during an officer’s term and suggested that language, regarding appointment, be added to the Board’s bylaws. She suggested text from the bylaws of the Lorain Public Library System Board of Trustees: “A vacancy in any office, except the presidency, will be filled by the president for the unexpired term as soon as practicable after the vacancy occurs. In the event of a vacancy in the office of the president, the vice president will immediately assume the office of the president.”

John Williams moved and Steve Lavelle seconded to adopt Resolution #2411-16, approving additional language to Article II/Officers of the Bylaws for the Board of Library Trustees, regarding the appointment of officers by the president when a vacancy occurs during an unexpired term. Prior to the resolution vote, Steve questioned the verb “filled” as it read to him as if the president himself or herself would fill out the term. He suggested “appointed” or some variation of the term that clarifies that vacancies will be filled by appointment. As a motion was on the floor, a vote was taken.

A Roll Call Vote Was Taken: All No,

Motion Failed

Bell	NO
Kowalski	NO
Lavelle	NO
Schaltenbrand	Absent
Stroempl	NO
Williams	NO

2412-16  
Approve By-  
Laws addition

The proposed language was revised as follows: "A vacancy in any office, except the presidency, will be filled by the *president's appointment of another trustee* to the unexpired term as soon as practicable after the vacancy occurs. In the event of a vacancy in the office of the president, the vice president will immediately assume the office of the president." Therefore, Steve Lavelle moved and Betsey Bell seconded to adopt Resolution #2412-16, approving additional, revised language to Article II/Officers of the Bylaws for the Board of Library Trustees, regarding the appointment of officers by the president when a vacancy occurs during an unexpired term.


A Roll Call Vote Was Taken: All Ayes,


Motion Carried

Bell	AYE
Kowalski	AYE
Lavelle	AYE
Schaltenbrand	Absent
Stroempl	AYE
Williams	AYE

Mary noted the trustee interviews to be conducted next week. Rita, Betsey, John and Mary interviewed one candidate on Monday, July 11. The other four candidates will be interviewed on Monday, July 18, followed by a special meeting to choose a candidate to recommend to the school board for appointment at their August meeting.

With no further business to discuss, the meeting adjourned at 7:37 p.m. The next regular meeting of the Avon Lake Public Library Board of Trustees is Thursday, September 8, 2016 at 7:00 p.m.

  
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Rita Stroempl, President

  
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Rebecca Schaltenbrand, Secretary