

1906-15

President Howard Lane called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, December 10, 2015 at 7:00 p.m. Trustees in attendance were: Betsey Bell, Holly Moore Kowalski, Howard Lane, Rebecca Schaltenbrand, and Rita Stroempl. Steve Lavelle and Linda Rakvic were absent. Also present were Director Mary Crehore, Fiscal Officer Lorie Scheer, Deputy Fiscal Officer Maureen Minadeo, managers Linda Janesz, Nick Kelley and Dianne Russell, Assistant Director Gerry Vogel, and Public Relations Coordinator Jill Ralston.

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

Rita Stroempl moved and Betsey Bell seconded to adopt Resolution #2355-15, approving the minutes of the regular meeting of November 12, 2015.

2355-15
Approve minutes
of regular
meeting

Call for Vote: All AYES

Motion Carried

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

	<u>General Fund</u>	<u>Building Fund</u>
Receipts MTD	\$ 60,502.50	\$ 85.86
Expenses MTD	\$ 300,692.85	\$ 40,194.05
Unexpended Balance	\$ 1,388,637.09	\$ 542,122.72
Total Unexpended Balance, All Funds	\$ 1,930,759.81	

Fiscal Officer's Report: Lorie detailed November financials and advised we have approximately \$542,000 in the Building Fund and \$757,000 in the General Fund. As of November 30, we have \$51,469.58 in revenue in excess of what we were certified to receive. Lorie noted that Expenses are tracking where they should be: Materials with \$9,900 unencumbered, and the Building and Site Maintenance account at \$34,000 of \$48,000 budgeted. Lorie added that Marty Flynn asked her to check on any savings on the new lights in the parking lot; there has been a 16 percent savings on this utility. There is \$54,933 in our Contingency account, and we are in good financial shape for the year end.

2356-15
Approve financial
reports

Betsey Bell moved and Rita Stroempl seconded to adopt Resolution #2356-15, approving the Fiscal Officer's November, 2015 report and monthly financial statements.

Call for Vote: All AYES

Motion Carried

Gifts: There was a gift to the Library of \$200 from Belle Road Friends and Neighbors in memory of Robert and Doris Webb, and two gifts to the Endowment Fund of \$100 for a copper leaf on the Donor Tree from Dr. Rita Stroempl, and \$250 from John and Margaret Conway for a silver leaf on the Donor Tree. Total gifts to the Library: \$550.00 for the month of November.

1907-15

2357-15
Accept gifts

Holly Moore Kowalksi moved and Rebecca Schaltenbrand seconded to adopt Resolution #2357-15, accepting gifts of \$200 to the Library, and \$350 to the Endowment Fund.

Call for Vote: All AYES

Motion Carried

Director's Report: Mary distributed a sample of the newly designed Avon Lake Public Library card, which will soon go into circulation. The Winter program booklet is currently at the printer. Mary attended the school board meeting where the members approved amended Resolution #3, and we are now officially on the ballot. Issue numbers will be assigned on December 22. There was a levy steering committee meeting on December 5, with Holly, Rita, Mary and Jill Ralston in attendance. The committee meets again on Saturday, January 9, 2016. Mary noted that State Senator Gayle Manning and State Representative Nathan Manning will attend a meeting with library directors and trustees at North Ridgeville Branch Library on Friday February 5, 2016 at 11:00 a.m. Gayle Manning is emerging as a leader in the state Senate, and is a great supporter of Ohio's libraries.

Statistics: Mary noted that under "Electronic Resources, 225,000 people have visited our Facebook page. Jill advised that the Library receives "hits" from all over the world. Betsey noted that the Express Checks finished the year on an "upswing."

Unfinished Business

2016 Levy campaign update: Holly advised that the campaign is in full swing. Holly requested that the other trustees send letters to the editor in support of the levy when she indicates the timing is right, and help with folding and stapling the yard signs (and finding locations), and retrieving them on the day of or the morning following the election. Mary advised that she has been speaking to Dale Kracas about The SuperPrinter, a printer that specializes in election materials, including designing, printing and mailing. Dale is getting quotes from Lake Screen Printing, Avon Lake Printing, and Affordable Signs for yard signs. Holly reminded everyone that the Friends of Avon Lake Public Library have largely funded the PAC over the last five years. Holly asked that each trustee contribute to the PAC. Checks should be made out to "Citizens for Avon Lake Public Library." Jill will be updating Facebook, as social media is playing a bigger role in all elections.

Mary gave an overview of the Strategic Planning session held on Saturday, November 14. She distributed her first draft of the brain-storming session, and requested that the trustees e-mail her with any notes and suggestions.

New Business

New Trustee Appointment: John Williams has accepted the Trustee position and will finish out the last three years of Howard's term. Mary noted that the school board has approved Betsey's reappointment for another 7-year term. The school board will meet on January 12, 2016, which works well for the appointment of John Williams who will be sworn in at our meeting on January 14.

2358-15
Approve New
Board Trustee

Howard Lane moved and Betsey Bell seconded Resolution #2358-15, requesting the appointment by the Board of Education of the Avon Lake City Schools of John Williams to the Avon Lake Public Library Board of Trustees for three years, which is the completion of a 7-year term, commencing January 2016 through 31 December 2018.

A Roll Call Vote Was Taken: All Ayes, Motion Carried

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

Mary and Lorie requested a \$175,000 transfer from the General Fund to the Building Fund, noting that it includes the \$10,000 gift from the Arnold family for the naming of the local history room. Lorie did caution that moving money into the Building Fund makes it harder to access than monies in the General Fund, which can be utilized for anything.

Betsey Bell moved and Holly Moore Kowalski seconded Resolution #2359-15, approving a fund transfer by the Lorain County Auditor of \$175,000 from the General Fund to the Building Fund, which includes the gift to the Library of \$10,000 from the family of Marybelle Arnold for support of the new local history room.

2359-15
Approve General
Fund Transfer to
Building Fund

A Roll Call Vote Was Taken: All Ayes, Motion Carried

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

1909-15

Wage increases: Recent data from SHRM (Society for Human Resource Management) indicated that average raises for 2016 were in the three percent range. Mary also queried her colleagues about increases for 2016, and the general consensus was also a three percent raise. Therefore, Mary asked for a three percent increase for our non-bargaining personnel, which will mirror what our bargaining unit employees will receive on June 1, 2016.

2360-15
Approve Non-
Bargaining Wage
Increase

Howard Lane moved and Rita Stroempl seconded Resolution #2360-15 approving an hourly wage increase of three percent for those non-bargaining employees designated by the Director (excluding the Director and Fiscal Officer), effective the pay period that includes 1 January 2016.

A Roll Call Vote Was Taken: All Ayes, Motion Carried

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

At this point in the meeting, everyone paused to thank Howard for his service to the Library and the Board. He praised the Library, its trustees and staff as a fine group of public servants, working at a first-rate institution.

2361-15
Approve
Executive Session

Howard Lane moved and seconded Resolution #2361-15 to convene to executive session at 7:31 p.m. for the purpose of discussing the performance of and compensation for the Director and Fiscal Officer.

A Roll Call Vote Was Taken: All Ayes, Motion Carried

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

2362-15
Approve Wage
Increase for
Director & Fiscal
Officer

Everyone left the room except the trustees.

The public meeting resumed at 7:40 p.m. Howard Lane moved and Betsey Bell seconded Resolution #2362-15, approving an increase of three percent for the Director and Fiscal Officer, effective the pay period that includes 1 January 2016.

A Roll Call Vote Was Taken: All Ayes, Motion Carried

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

On behalf of the Nominating Committee, Holly Moore Kowalski moved and seconded to adopt Resolution #2363-15, approving the following slate of board officers for 2016 for the Avon Lake Public Library Board of Trustees:

2363-15
Approve Board
Officers for 2016


- President – Rita Stroempl
- Vice President – Linda Rakvic
- Secretary – Rebecca Schaltenbrand

A Roll Call Vote Was Taken: All Ayes,

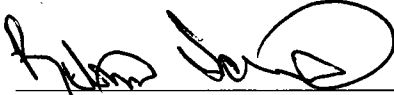
Motion Carried

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

With no further business to discuss, the meeting adjourned at 7:50 p.m. The next regular meeting of the Avon Lake Public Library Board of Trustees is Thursday, January 14, 2016.



Rita Stroempl, President



Rebecca Schaltenbrand, Secretary