

President Betsey Bell called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, April 13, 2017 at 7:00 p.m. Trustees in attendance were: Betsey Bell, Cheryl Arnold, Holly Moore Kowalski, Rebecca Schaltenbrand, Rita Stroempl and John Williams. Steve Lavelle was absent. Also present were Director Mary Crehore, Assistant Director Gerry Vogel, managers Linda Janesz and Sybil Wendling, Public Relations Coordinator Jill Ralston, Fiscal Officer Lorie Scheer and Fiscal Assistant Maureen Minadeo.

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

2474-17
Approve minutes
of regular
meeting

Holly Moore Kowalski moved and John Williams seconded to adopt Resolution #2474-17, approving the minutes of the regular meeting of March 9, 2017.

Call for Vote: All Ayes Motion Carried

2475-17
Approve
minutes of
special
meeting

Rita Stroempl moved and John Williams seconded to adopt Resolution #2475-17, approving the minutes of the special meeting of March 18, 2017.

Call for Vote: All Ayes Motion Carried

2476-17
Approve
minutes of
special
meeting

Holly Moore Kowalski moved and John Williams seconded to adopt Resolution #2476-17, approving the minutes of the special meeting of April 1, 2017.

Call for Vote: All Ayes Motion Carried

2477-17
Approve
minutes of
special
meeting

Rita Stroempl moved and Holly Moore Kowalski seconded to adopt Resolution #2477-17, approving the minutes of the special meeting of April 8, 2017.

Call for Vote: All Ayes Motion Carried

The following financial report for March, 2017 was presented and placed on file:

	<u>General Fund</u>	<u>Building Fund</u>
Receipts MTD	\$1,113,630.34	\$ 394.27
Expense MTD	\$ 279,178.97	\$ 0
Unexpended Balance	\$1,791,743.40	\$ 732,860.43

Total Unexpended Balance All Funds \$2,524,603.83

Fiscal Officer's report: Lorie detailed March financials, noting we are through the first quarter of 2017 and revenue is at \$1,245,887 vs. \$1,223,227 in 2016. Lorie noted the General Fund is two percent higher than last year, the PLF is almost eight percent higher, and interest rates are rising. On the Expense side, Lorie stated we are approximately two percent higher and that is attributed mostly to healthcare insurance. The Library has been assured by Columbia Gas that the company will be able to calculate with an algorithm, gas usage for the past several months. A new meter will be installed in the near future. Lorie calculates charges will be approximately \$3,400 based on last year's usage.

1997-17

2478-17
Approve Fiscal
Officer's report

Rita Stroempl moved and John Williams seconded to adopt Resolution #2478-17, approving the Fiscal Officer's March 2017 report and monthly financial statements.

Call for Vote: All Ayes

Motion Carried

Gifts: There were five gifts to the Endowment Fund in March:

\$100.00 from Marc & Terry Stockwell, in memory of John R. Parsons.

\$ 50.00 from Thomas & Holly Hurley, in memory of John R. Parsons.

\$250.00 from Paul Cox, in memory of Josie Cox, for a silver leaf on the Donor Tree.

\$100.00 from Parkesh & Reeta Balwani, in memory of Jhamandas Balwani, for a copper leaf on the Donor Tree.

\$100.00 from Parkesh & Reeta Balwani, in memory of Darshanlal Ahuja, for a copper leaf on the Donor Tree.

\$600.00 Total

2479-17
Accept Gifts

Cheryl Arnold moved and Rebecca Schaltenbrand seconded to adopt Resolution #2479-17, accepting the March 2017 gifts to the Avon Lake Public Library Endowment Fund, totaling \$600.00.

Director's Report: Mary detailed OLC Legislative Day in Columbus. Cheryl Arnold was in attendance and spoke with Dan Ramos and Gayle Manning, noting the positive energy in the room at the OLC luncheon in the Statehouse atrium. Mary advised it was a productive day, meeting with our local representatives and Senator Manning. The last OLC North Chapter Conference Trustees Dinner will be held on April 26, 2017; Betsey extended an open invitation for the Trustees to attend. The dinners will continue, but on a smaller geographic scale.

Jill Ralston advised that the Avon Lake Community Council 2016 Project of the Year will be awarded to the Library's Children's Garden. The award will be presented on Thursday, May 18, 2017 at a dinner at the Library.

Jill and Mary are working on a new program: borrow a bicycle from the Library. Jill has conducted research and been talking with libraries that offer this program; Mary has spoken with our prosecuting attorney about legal issues associated with the program. Both will meet with Marty at Marty's Cycle Center. Mary will bring a proposal to the May Board meeting, which will include a request for funding from the Endowment Fund for purchasing bicycles.

Half-day diversity training for all staff is scheduled for Monday, April 24 – one session in the morning, one in the afternoon. All staff will attend a session; the Library will remain open. Mary invited trustees to attend also.

Marty and Mary met with Wadsworth Solutions as Marty wanted reassurance that now that Daikin has been bought by Trane, that we will be able to get parts, etc., from Daikin, in the future. Betsey, Rita, Holly and Mary attended the Lorain County Trustees program on LCCC's Fab Lab in March in Oberlin. All were impressed by the machinery at the Lab, including portable 3-D printers that can be set up for programs, off site.

Unfinished Business: None.

New Business

Roofing project: Marty and Mary had brought this project to the Building and Technology Committee. Three of the four rubber roofs (2,069 SF), which were installed in 1994, have been showing wear. Tremco has a polyurethane coating system that extends the life of the rubber by 10 years, possibly longer. (It was noted that Marty takes excellent care of the roofing as he sweeps the roofs, especially after heavy rains.) As Chair of the committee, John had gone up on the roof with Marty to see for himself; photos from the roof were also shown on the Promethean Board. Marty will have to coordinate this project with the installation of the new HVAC unit, as both are 2-day projects and dependent on dry weather. The fourth rubber roof can be coated after the 30-ton HVAC unit is installed in 2018; both the 30- and 35-ton units are located on this section of rubber roof. John and Holly recommended the project.

As Chair of the Building and Technology Committee, John Williams moved and seconded Resolution #2480-17, approving the installation of the Geogard System, a protective polyurethane coating, on three of the four rubber roofs by Tremco Roofing and Building Maintenance, not to exceed \$20,000 from the General Fund.

2480-17
Approve roofing
project

Roll Call Vote:	All Ayes	Motion Carried
Arnold	AYE	
Bell	AYE	
Kowalski	AYE	
Lavelle	Absent	
Schaltenbrand	AYE	
Stroempl	AYE	
Williams	AYE	

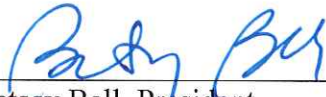
John Williams moved and Rita Stroempl seconded Resolution #2481-17, to convene to executive session at 7:38 p.m. to discuss contract negotiations and the Director search.

2481-17
Approve
Executive
Session

Roll Call Vote:	All Ayes	Motion Carried
Arnold	AYE	
Bell	AYE	
Kowalski	AYE	
Lavelle	Absent	
Schaltenbrand	AYE	
Stroempl	AYE	
Williams	AYE	

The executive session ended at 8:40 p.m. Betsey commented that the Director search will proceed with a second round of interviews.

With no further business to discuss, the meeting adjourned at 8:42 p.m. The next regular meeting of the Avon Lake Public Library Board of Trustees will be held on Thursday, May 11, 2017.



Betsey Bell, President



John Williams, Secretary