

President Cheryl Arnold called to order a meeting of the Avon Lake Public Library Board of Trustees on January 9, 2020, at 7:00 p.m. Trustees in attendance were: Cheryl Arnold, Betsey Bell, Holly Moore Kowalski, Steve Parsons, Rebecca Schaltenbrand, and Deborah Yue. Jenefer Machovina was absent. Also present were Director William Rutger, Assistant Director Gerry Vogel, Fiscal Officer Lorie Scheer, and Fiscal Assistant Maureen Minadeo.

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

2696-20

Approve minutes
of regular
meeting

Holly Moore Kowalski moved and Betsey Bell seconded Resolution No. 2696-20, approving the minutes of the regular meeting of December 12, 2019.

Call for Vote: All Ayes Motion Carried

2697-20

Approve minutes
of organizational
meeting

Holly Moore Kowalski moved and Steve Parsons seconded Resolution No. 2697-20, approving the minutes of the organizational meeting of December 12, 2019.

Call for Vote: All Ayes Motion Carried

Fiscal Officer's Report:

Lorie detailed the Revenue report showing that we received more funds than we were certified for by the county Auditor on both the property tax and homestead rollback. The PLF was also almost \$8,000 higher than the certified amount. Lorie noted the transfer of the \$650,000 from the General Fund to the Building Fund. Lorie stated that the bank report now shows that we have balanced the General Fund and the Building Fund. Lorie went over the Expense Report, noting that the January 3, 2020, payroll was for a pay period in December 2019. Lorie noted two encumbrances for the salary survey and new desktop units under Technology Hardware. Betsey Bell inquired about a check to Beth Lampe Martin, and Lorie stated she is a beach glass jewelry instructor. William noted that we do charge a fee to attend this jewelry beach glass class. Deborah Yue inquired about several checks without a description. Lorie stated our accounting software company advised that we need to fill out an additional line item in order for the description to appear on the report, and we will do so in the future.

2698-20

Approve Fiscal
Officer's Report

Betsey Bell moved and Deborah Yue seconded Resolution No. 2698-20, approving the Fiscal Officer's December 2019 report, and monthly financial statements.

Call for Vote: All Ayes Motion Carried

Lorie advised the Contingency transfer at the end of the year of \$10,177.59 was to cover several accounts that we didn't have enough allocated in materials. William noted that Sybil had an opportunity to buy some materials in bulk at a discounted rate, and did so.

Holly Moore Kowalski moved and Steve Parsons seconded Resolution No. 2699-20, approving the cross-millennial transfers as presented by the Fiscal Officer.

2699-20
Approve Cross-Millennial Transfer

Roll Call Vote:

Motion Carried

Arnold	AYE
Bell	AYE
Machovina	Absent
Moore-Kowalski	AYE
Parsons	AYE
Schaltenbrand	AYE
Yue	AYE

Gifts:

There was one gift to the Library from T. Anne Haney of \$100.00.

There were two gifts to the Endowment Fund, as follows:

\$500.00 from, and in honor of, the DDrs. Matthew and Kerry Volansky.
\$100.00 from Noreen Cicerrella in loving memory of Grandma Gussie and Grandma Peaches.

2700-20
Accept Gifts

Holly Moore Kowalski moved and Rebecca Schaltenbrand seconded Resolution No. 2700-20, accepting gifts of \$100.00 to the Library, and \$600.00 to the Endowment Fund.

Call for Vote:

All Ayes

Motion Carried

Director's Report:

William noted that the Library's values, mission, and vision appear in the meeting agenda. William provided an update on the strategic goals, highlighted the new DiscoveryWorks exhibit, and noted the Library is one of the sites on the historic bike trail.

William gave an overview of upcoming events in February, highlighting the organization skills series and the upcoming Chocolate Olympics.

Statistics:

William advised circulation is up by 3 percent, even with the Christmas holiday, which fell in the middle of the week. Next month we should have the annual report numbers. We had some solid months of increased circulation. The State Library Report shows all libraries in Ohio and provides a good deal of detailed information on staffing, budget, circulation, and programming.

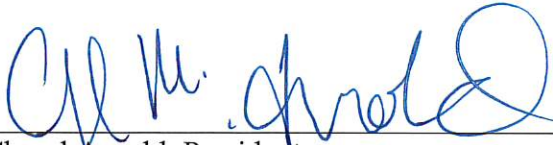
Unfinished Business:

None.

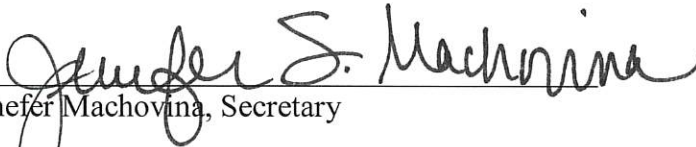
New Business:

None

With no further business to discuss, the meeting adjourned at 7:27 p.m. The next regular meeting of the Avon Lake Public Library Board of Trustees is Thursday, February 13, 2020.



Cheryl Arnold, President



Jenefer Machovina, Secretary