

# LOUISVILLE PUBLIC LIBRARY

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Board of Trustees  
Monday, April 26, 2010

## Minutes

Board of Trustees members present: Greg Anderson, Jay Barton, Linda Berg,  
Robert Hallier, Cindy Petitti, John Schumacher

Board of Trustees members absent: Ron Derry

Staff member present: Michael G. Snyder, Director

1. Meeting called to order by President Barton at 4:33 p.m.

**R28-10** Mr. Anderson moved/Mr. Schumacher seconded a motion to excuse Mr. Derry from this meeting.

Motion carried with all voting in the affirmative.

2. Additions and/or corrections to the agenda – Director Snyder said that there would be four corrections to the agenda, as follows:

4. c. The resolution to transfer \$1,272 from the Contingency Account to the Workers Compensation Account should be amended to \$72.00. As it turns out, we already have \$1,200 in this account.

5. a. The resignation date for Michele Monnette is Friday, April 23 and not the April 25 as reported on the agenda.

5. b. Michele did not submit a contract to assist with payroll. She is volunteering to do this next payroll at no charge to the library. Assuming the board hires a Fiscal Officer who can do payroll without any training, we may not have to have Michele back for this purpose.

5. c. Replacement of florescent bulbs and ballasts. There is sufficient funding in the Building Maintenance account (22% spent so far) to cover this expenditure with Schaub Electric.

3. Motion to approve the items on the consent agenda:

**R29-10** Mr. Hallier moved/Mr. Schumacher seconded a motion to approve the consent agenda.

Motion carried with all voting in the affirmative.

- a. Approval of the minutes of the regular meeting on March 15, 2010.
- b. Acceptance of the monthly statistical report by Darla Evans.
- c. Acceptance of the following gifts, honoraria, reimbursements, and claims to be used for the purposes for which they are intended.

\$50.00 from the Pilot Knob Woman's Club

- d. Approval to delete the following from the furniture and equipment inventory:  
None
- e. Acceptance of the monthly staff Continuing Education report:

Emily Callan attended a 2010 Summer Reading Program workshop @ St. Clairsville, on March 5, 2010.

4. Report of the Deputy Fiscal Officer

- a. Bills paid – Bills paid for March, 2010, were reviewed and are on file with the Fiscal Officer.
- b. Financial report – Financial report for March, 2010, was reviewed and is on file with the Fiscal Officer.
- c. Workers Compensation Transfer

**R30-10** Mr. Hallier moved/Ms. Petitti seconded a motion to approve a resolution to transfer \$72.00 from Contingency Account to the Worker's Compensation Account for annual premium.

Motion carried with all voting in the affirmative.

5. New business

- a. Resignation of Fiscal Officer Michele Monnette – See attachment

**R31-10** Mr. Hallier moved/Mr. Anderson seconded a motion to approve to accept the resignation of Fiscal Officer Michele Monnette, with regret, effective April 23, 2010.

- b. Contract with Michele Monnette – Director Snyder reported that Ms. Monnette has agreed to assist the new Fiscal Officer with the next payroll at no charge to the library.
- c. Replacement of florescent bulbs and ballasts – Schaub Electric – No action taken on this motion because there is sufficient funds in this account.

6. Old business

- a. Property Negotiations with the Louisville City Schools Board of Education – Director Snyder distributed a copy of a letter from Board President Jay Barton to the Louisville City Schools Board of Education, the Louisville City Council, and the Community Improvement Corporation to request an informal gathering to discuss the various issues relative to the proposed property transfer.
- b. Library Levy Progress Report – Director Snyder gave a brief report on the 1-mill, 5-year library levy that will appear on the May 4 ballot.

7. Fiscal Officer Interviews

**R32-10** At 5:05 p.m., Mr. Schumacher moved/Mr. Hallier seconded a motion to enter into Executive Session to consider the appointment of a public official, specifically, to conduct interviews for the vacant Fiscal Officer position.

Motion was approved by a unanimous vote.

**R33-10** At 7:45 p.m., Mr. Hallier moved/Mr. Anderson seconded a motion to return to public session.

Motion was approved by a unanimous vote.

**R34-10** Mr. Hallier moved/Mr. Anderson seconded a motion to authorize the Director to offer the position of the Fiscal Officer/Treasurer of the Board of Trustees to Loretta King at a salary of \$14 per hour, with a 50 cent per hour increase following a successful three-month probationary period, plus prorated benefits (10 days of vacation, 1.125 days of sick leave per month, and three floating holidays), effective immediately, pending a successful background check and calls to her professional references.

Motion was approved by a unanimous vote.

8. Report of the Library Director

- a. Board of Trustees monthly meetings @ 4:30 p.m. on the following Mondays:

May 17	September 20
June 21	October 18
July 19	November 15
August 16	December 20

- b. Board of Trustees committee meetings:

June 11	Property Committee @ 8:15 a.m.
June 21	Finance Committee @ 4:30 p.m.

c. Scheduled programs, events, and activities

March 24 – April 28 – “Tiny Tots” with Ms. Emily  
April 5 – “Healthy Kids” program at the Louisville YMCA: 3:00 - 7:00 p.m.  
June 5 – Planting the “Shoe Garden,” sponsored by the Garden Club  
June 7 – August 6 – “Make a Splash” Summer Reading Program  
July 30 – “Splash into Reading!” with Tess Shimko @ 11:30 a.m.  
August 6 – Summer Reading Program – Final Party

9. Meeting was adjourned at 8:03 p.m.

Respectfully submitted,

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Mr. Jay Barton, President  
Louisville Public Library Board of Trustees

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Mr. Bob Hallier, Secretary  
Louisville Public Library Board of Trustees