

LOUISVILLE PUBLIC LIBRARY

Board of Trustees
Monday, May 17, 2010

Minutes

Board of Trustees members present: Greg Anderson, Jay Barton, Linda Berg,
Ron Derry, Cindy Petitti

Board of Trustees members absent: Bob Hallier, John Schumacher

Staff member present: Michael G. Snyder, Director
Marsha Elkins, Interim Fiscal Officer

Guests: Richard Brahler
Loretta King

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

Mr. Richard Brahler of North Canton addressed the board and asked that we consider a lease or lease purchase of the former Montrose Chrysler facility on West Main Street as "a possible location and building for the proposed new library."

No board action was taken on this issue.

Ms. Loretta King of Canton addressed the board and asked some questions about the recently-vacated Fiscal Officer position.

No board action was taken on this issue.

R42-10 Ms. Petitti moved/Mr. Anderson seconded a motion to excuse Mr. Hallier and Mr. Schumacher 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 additions to the agenda, as follows:

5. b. 1) Contract with UAN Traveling Clerk Theresa Love

5. b. 2) Marcia Elkins's salary

6. b. Ground Lease for use of the library baseball field

6. c. Permission to hire replacement for Kathy Heller

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

R43-10 Ms. Berg moved/Ms. Petitti 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 April 26, 2010.
- b. Approval of the minutes of the special meeting on May 3, 2010.
- c. Approval of the minutes of the special meeting on May 7, 2010.
- d. Acceptance of the monthly statistical report by Darla Evans.
- e. Acceptance of the following gifts, honoraria, reimbursements, and claims to be used for the purposes for which they are intended.

\$200.00 from the Louisville Friends of the Library for the Summer Reading Program

\$200.00 from MTC Transformers for the Summer Reading Program

\$20.00 from Arthur Engelberg of Louisville

Director Snyder will place this item on the board agenda for June 21 in order to amend the operating budget.

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

4. Report of the Deputy Fiscal Officer

- a. Bills paid – Bills paid for April, 2010, were reviewed and are on file with the Interim Fiscal Officer.
- b. Financial report – Financial report for April, 2010, was reviewed and is on file with the Interim Fiscal Officer.
- c. Contingency Fund – The Interim Fiscal Officer will give a status report at the June 21 Board of Trustees meeting regarding the transfers to date from the Contingency Fund.

- d. 2011 budget process – Director Snyder reported the following as the timeline for adopting the 2011 operating budget.

June 21	Finance Committee reviews draft of 2011 Alternative Tax Budget <i>(A spreadsheet will be prepared showing actual expenditures for the period 2006-2009)</i>
June 21	Board of Trustees approves draft of 2011 Alternative Tax Budget
June 22	Fiscal Officer sends copies of 2011 Alternative Tax Budget to County Budget Commission and Louisville City Schools
October ____	County Auditor certifies our 2011 Public Library Fund (state aid)
November ____	Finance Committee meets to develop preliminary budget
December ____	Board of Trustees approves temporary budget
January ____	Board of Trustees approves final budget

5. Old business

- a. Property Negotiations with the Louisville City Schools Board of Education – Negotiations will begin soon for a possible land swap between the Library and the Board of Education. Jay Barton, Bob Hallier, and John Schumacher will represent the Library during these negotiations.

- b. Fiscal Officer vacancy

- 1) Contract with UAN Traveling Clerk Theresa Love

R44-10 Mr. Anderson moved/Ms. Petitti seconded a motion to approve a contract with Ms. Theresa Love for 8 additional hours of UAN training assistance for Interim Fiscal Officer Marsha Elkins.

Motion carried with all voting in the affirmative.

- 2) Marcia Elkins's salary

R45-10 Ms. Petitti moved/Mr. Derry seconded a motion to amend the terms of employment from contractor to salaried employee for Marsha Elkins for 20 weekly hours @ \$13.00 per hour plus library-paid Ohio Public Employees Retirement System (OPERS), retroactive to Monday, May 10, 2010.

Motion carried with all voting in the affirmative.

- c. Workers Compensation transfer

R46-10 Ms. Petitti moved/Mr. Derry seconded a motion to amend to transfer \$1,272 from the Contingency Fund to the Workers Compensation account to pay the 2010 premium.

Motion carried with all voting in the affirmative.

6. New business

a. Personnel Committee – Review of Saturday hours of operation

R47-10 Ms. Berg moved/Mr. Derry seconded a motion to approve to the following recommendations of the Personnel Committee:

Restoration of Saturday hours, effective Saturday, July 10, as follows:
10:00 a.m. to 2:00 p.m.

Restoration of Thursday and Friday mornings, effective Thursday,
September 2, as follows: 10:00 a.m. to 12:00 noon.

Restoration of 20 hours of Library Page staffing, effective Saturday,
July 10.

Increase of 16 hours for 4 staff to cover the restored hours of operation
for Saturdays, effective July 10.

Increase of 12 hours for 3 staff to cover the restored hours of operation
for Thursdays and Fridays, effective September 2.

Motion carried with all voting in the affirmative.

b. Ground Lease – Director Snyder reported that he has recently learned from baseball coach Tom Crank that Pioneer Financial 14U Baseball is interested in renewing its lease on the library's South Chapel Street property for the summer of 2010.

R48-10 Ms. Berg moved/Mr. Derry seconded a motion to approve to the Ground Lease agreement for the summer of 2010 with Pioneer Financial 14U Baseball.

Motion carried with all voting in the affirmative.

c. Replacement for Kathy Heller –

R49-10 Mr. Anderson moved/Mr. Derry seconded a motion to appoint Rachel Sweany as the new Adult Services Librarian for 30 hours @ \$10.25 per hour, effective Monday, May 24.

Motion carried with all voting in the affirmative.

7. Report of the Library Director

a. Miscellaneous items -

1) Director Snyder will bring an organizational chart to the June 21 Board of Trustees meeting for board review.

2) Director Snyder will bring drafts of the following position descriptions to the June 21 Board of Trustees meeting for board review:

Director
Fiscal Officer
Adult Services Librarian

- b. My vacation days – Director Snyder reported that he will be on vacation on May 26, 27, and 28.
- c. June event at AlterCare – Director Snyder reported that there will be an official celebration of the recently-passed library levy at the AlterCare Center in Nimishillen Township, date to be determined.
- d. Board of Trustees monthly meetings @ 4:30 p.m. on the following Mondays:

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

- e. Board of Trustees committee meetings:

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

- f. Scheduled programs, events, and activities

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

- 8. Meeting was adjourned at 5:45 p.m.

Respectfully submitted,

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

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