

President Holly Moore Kowalski called to order a meeting of the Avon Lake Public Library Board of Trustees on Thursday, June 11, 2009 at 7:00 p.m. Trustees in attendance were: Betsey Bell, Jim Clark, Jennifer Kennedy, Irene Keyse-Walker, Larry Kovacs, Holly Moore Kowalski, and Steve Lavelle. Also present were Director Mary Crehore, Assistant Director Gerry Vogel, Fiscal Officer Lorie Scheer, Deputy Fiscal Officer Cathi Fischbach, and managers Nick Kelley, Judy Means, Paula Shadle, Ed Zovack, and Public Relations Coordinator Jill Ralston. Also in attendance were: Facilities Maintenance Manager Marty Flynn, Children's Services Associate Sally Klepper, practicum student Julie Strunk and Peggy Torzewski, Administrative Organizer from SEIU District 1199.

There were no adjustments to the agenda.

Holly recognized Peggy Torzewski who asked to address the Board. Ms. Torzewski began by saying that the Union is quite concerned about library funding in Ohio. The Union's lobbyist is knocking on doors in Columbus to promote library funding. She also noted that District 1199 supported the current Avon Lake Public Library levy. Peggy said the Union was very surprised that the Library Board and Administration discussed bargaining unit wage freezes and possible health insurance changes at a public meeting and approved the 2010 Proposed Appropriations Budget at the May 14, 2009 Board meeting, based on flat wages through 2010. The Union feels they should have been notified of the plan before it was presented and voted on at a public meeting. The Union construes these actions to be an Unfair Labor Practice. Peggy proceeded to say that the Union would not make any commitment at this time, regarding reopening the contract in the Fall, but would be willing to meet with the Board to discuss the matter. Holly thanked Peggy for her comments and proceeded with the meeting.

1855-09

approve
minutes of
regular
meeting

Betsey Bell moved and Jim Clark seconded to adopt Resolution #1855-09, approving the minutes of the regular meeting of May 14, 2009.

Call for Vote: All Ayes

Motion Carried

The following financial report for May, 2009 was presented and placed on file:

	<u>General Fund</u>	<u>Building Fund</u>
Receipts MTD	\$ 75,293.62	\$ 120.53
Expense MTD	\$174,255.55	\$ 00.00
Balance-Operating Funds	\$ 45,377.86	\$ 53,008.41
Balance-Investments	\$120,727.03	\$ 427,542.94
Total Balance All Funds	\$646,656.24	

Lorie stated that we probably will not make our target revenue with the PLF continuing to be a very volatile stream of revenue. Steve asked why the Tangibles Tax was shown on two separate lines. Lorie explained: one line represents what has been collected YTD and the second line represents the amount that the State contributes (the portion of the tax for which we have been held harmless.) We are currently running 6.53% below our year-to-date targeted revenue. The quarterly and monthly budgeting helps us stay on track with spending. We are currently within our quarterly budget for salaries. Larry asked what, if anything, we should be doing in regards to the budget. Lorie said that we are currently okay. The amount of the August property tax check will determine if anything needs to be done.

1856-09

approve
financial
reports

Lorie brought attention to two checks on the payment history report. A check was issued to SSI (financial software) for the annual support payment. A check for \$600.00 was issued to Stack Heating and Cooling for a 50% deposit on work they are doing for the Library of installing a heating unit in the outside storage area. We were mandated to do this by the fire marshal. The total cost of this project is \$1200.00. Since there was no further discussion, concerning the financial reports, Jim Clark moved and Larry Kovacs seconded to adopt Resolution #1856-09, approving the Fiscal Officer's May, 2009 report, monthly financial statements and investments.

Call For Vote: All Ayes

Motion Carried

Lorie summarized the discussion that took place at the May 14 Board meeting, pertaining to replacing Fifth/Third Bank as our primary depository account with First Federal Bank of Lakewood. The main reason for the change is to lower fees and achieve better customer service. Betsey Bell moved and Steve Lavelle seconded to adopt Resolution #1857-09, approving the replacement of Fifth/Third bank with First Federal of Lakewood as the primary depository account.

1857-09

approve
replacing 5/3
Bank with
First Federal
Bank of
Lakewood

A Roll Call Vote Was Taken: All Ayes

Motion Carried

Betsey Bell	AYE
Jim Clark	AYE
Jennifer Kennedy	AYE
Irene Keyse-Walker	AYE
Larry Kovacs	AYE
Holly Kowalski	AYE
Steve Lavelle	AYE

Steve Lavelle moved and Larry Kovacs seconded to adopt Resolution #1858-09, approving a five year depository agreement with First Federal Bank of Lakewood. Jim Clark asked if there was any discussion with First Federal concerning the possibility of fees going up, and when that might happen. Lorie said that did not come up in conversation, but we are not locked into the full five years. We are free to cancel the agreement at any time. With no further discussion, Holly asked for a vote.

1858-09

approve 5 year
depository
agreement
with 1st
Federal Bank
of Lakewood

A Roll Call Vote Was Taken: All Ayes

Motion Carried

Betsey Bell	AYE
Jim Clark	AYE
Jennifer Kennedy	AYE
Irene Keyse-Walker	AYE
Larry Kovacs	AYE
Holly Kowalski	AYE
Steve Lavelle	AYE

Gifts to the Library in May 2009: The Cavaliers Operating Company gave the Library one pair of size 17 Nike shoes (never worn), belonging to Zydrunas Ilgauskas and an autographed photograph of Zydrunas Ilgauskas (certified authentic.) The shoes and photograph cannot be used to raise funds. Presently these two items are in a secure display case in the Children's department. Mary gave credit to Paula Shadle and Jill Ralston for acquiring these items.

Director's report: Mary gave an update on the PLF, re 2009/2011 State Senate's version of the biennium budget which was approved by a full vote in the Senate on June 3. The budget bill is now in Conference Committee. Non-passage of the budget bill by June 30 would result in some variation of a provisional or interim budget. Our summer reading programs began on June 1 in the Children's, Young Adult and Adult departments. In just ten days the Children's department has registered 921 children for the summer reading program. Adult registrants number 140 and the Young Adult department has 80 participants registered. The Circulation department has joined in the festivities with their movie theatre décor and DiscoveryWorks is spotlighting "super heroes of science." The Schedule of Records Retention and Disposition, approved by the Avon Lake Public Library Records Commission at the April 8 board meeting, has been approved by the Ohio Historical Society and the Auditor of State, effective May 13, 2009. Programs presented by Grant Thompson, park ranger, were attended by 446 people, January – May. Jennifer Kennedy stated that she was very impressed with the Summer 2009 program booklet. Mary reminded the trustees that there will not be a board meeting in August.

Statistics: Circulation is down 9 percent May, 2009 vs. May 2008. Circulation is down 5.6 percent year-to-date. Gerry said May, 2009 had the lowest circulation since December 2006. Gerry attributes the declining circulation to cuts in materials, especially hot pick DVDs. Fiction material continues to circulate the best. Library attendance is up, due in a large part to the summer reading programs.

There was no unfinished business.

Facilities Manager Marty Flynn summarized the 2009 – 2020 Building Plan that was included in the board meeting packet. The Library's Peerless Boiler is our number one concern. It is approximately 28 years old. It is inefficient and replacement parts are scarce. He is estimating that the cost of replacement will be \$30,000 - \$40,000. He is recommending that the boiler be replaced no later than next year. Another major concern is the lack of phase protectors on our roof top units. We have already replaced two motors due to power surges. Marty recommends this be done as soon as possible at an approximate cost of \$700.00/unit. The roof top units, which are fifteen years old have a life expectancy of 15 – 20 years and should be replaced in lieu of a major repair. Replacement of the flat roofs and gutters, and installation of drainage pipe on the east side of the building are all projects that should be completed in the next five years. Marty went on to discuss the remaining recommendations that he and Mary proposed, including the projects that will be put on hold due to the financial crisis. Jim Clark commended Marty for his continuing preventative maintenance, which saves the Library money in the long run. Steve Lavelle recommended scheduling a meeting of the Building Committee and asked Marty to attend the meeting.

With no further business to discuss, the meeting was adjourned at 8:30 p.m. The next regular meeting of the Avon Lake Public Library Board of Trustees will be Thursday, July, 9, 2009 at 7:00 p.m.

President _____
 Holly Moore Kowalski
 Secretary _____
 Jennifer Kennedy