

Regular

April 19

2011

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, April 19, 2011 at Chardon Library.

Call to order and roll call: President Newman called the meeting to order at 4:00 and the roll call was conducted.

Present: Gordon Burgess (4:05), Karen Delano (4:06), Joshua Hutchinson, Paul Newman, Raymond Rundelli, Mona Trybus, Deborah O'Connor – Director, Therese Feicht - Assistant Director, and Cheryl Marks – Fiscal Officer.

Also Present: Rachael Hartman, Judi Smith, Linda Yanko, Mike Pope, and Jane Attina.

Excused: Andy Meinhold

Minutes:

Exhibit 04/11/A

The minutes of the March 15, 2011 regular meeting were approved as presented upon motion by Raymond Rundelli, seconded by Joshua Hutchinson. The motion passed.

Communications: None.

Agenda: Joshua Hutchinson made a motion, seconded by Mona Trybus, to approve the agenda as presented. The motion passed.

Fiscal Officer's Report:

Exhibit 04/11/B

Approval of disbursements and gifts: Raymond Rundelli made a motion, seconded by Joshua Hutchinson, to approve the Fiscal Officer's Report including disbursements and gifts as presented. The motion passed.

Ayes: Hutchinson, Newman, Rundelli, Trybus

Nays: None

There were no additions to the Fiscal Officer's written report.

Director's Report:

Exhibit 04/11/C

In addition to her written report:

Lines and Links – county agency program information: The board agreed with Debbie's recommendation to include select county agency programs in the Library's newsletter for wide distribution and as a way to collaborate.

Board members Gordon Burgess and Karen Delano arrived at this point in the meeting.

Additional materials purchases: Debbie informed the Board that we are increasing expenditures in selected areas due to demand. This includes replacement of worn out copies and additional copies of new, popular materials. So far, these changes fit within existing budget allocations, but she and Donna Waldorf are monitoring the additional expenses and may come to the Board with requests to transfer funds into the materials budget as the year progresses.

Assistant Director's Report:

Exhibit 04/11/D

Personnel Actions:

Exhibit 04/11/E

Gordon Burgess made a motion, seconded by Mona Trybus, to approve the Personnel Actions as presented. The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Rundelli, Trybus

Nays: None

Retirement gifts: Karen Delano made a motion, seconded by Mona Trybus, to approve Therese's recommendation to recognize retiring employees in the following manner – Deborah Linn, \$100, Elaine Witmer, \$200 and Nanette Wilson, \$200. The first two employees will retire at the end of April and Nanette will retire at the end of May. The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Rundelli, Trybus

Nays: None

There were no additions to the Assistant Director's written report.

Local Manager's Report: Branch Manager Judi Smith shared recent happenings at the Chardon Library. Winter and early spring programs and computer classes enjoyed healthy attendance numbers leading us to believe that adult and youth programs were definitely missed in 2010. She also described how she and staff are dealing with Wednesday after-school issues. Judy Lasco was introduced as the new Head of Youth Services.

Committee Reports:

Personnel Committee:

Proposed changes to Personnel Policies

Exhibit 04/11/F

#243- Part-time Employees and #245 – Student Page Employees. Gordon Burgess made a motion, seconded by Joshua Hutchinson, to approve revisions to these policies as presented with one spelling correction. The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Rundelli, Trybus

Nays: None

Executive Committee:

This committee met on April 15, 2011 and recommends that the current policies and procedures be used to seek candidates for anticipated vacancies on the Board this year. The full board concurred.

Director's Goals for 2011:

Exhibit 04/11/G

Debbie provided a written update to the goals the Board accepted last month.

Board Development:

Exhibit 04/11/H

Debbie and Cheryl led a discussion about what comprises local property taxes with a chart that shows the effects of the Governor's proposed budget for the next biennium.

Unfinished Business: None.

New Business:

Posting minutes of library board meetings on the web page: After a discussion of the full board about whether to post board minutes on the Library's public web page, Joshua Hutchison made a motion, seconded by Mona Trybus, to post board meeting minutes on the Library's web page under "About Us" and "Library Board" after they have been reviewed and approved at regular board meetings. Posting will begin with the January 2011 minutes. The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Rundelli, Trybus

Nays: None

Foundation report: Debbie reported that the mini-golf fundraiser was very successful and is already scheduled for 2012. The Spring Social will be held at Bass Lake Tavern on May 4, 2011 and invitations were sent out. The Foundation started a newsletter to keep members informed. Debbie will make sure all Library Board members are on the mailing list.

Comments from the Public:

Therese and Debbie received notification that the programs submitted for the Fall OLC conference by the OLC program committee and for which Therese and Debbie were asked to participate on panels were approved.

Adjournment: Mona Trybus made a motion to adjourn, seconded by Joshua Hutchinson. The motion passed and the meeting ended at 5:00 P. M.

Paul A. Newman, President

Mona Trybus, Secretary