

Regular

June 21

2011

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, June 21, 2011 at the Thompson Library Station.

**Call to order and roll call:** President Newman called the meeting to order at 4:02 and the roll call was conducted.

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

Also Present: Donna Fried, Rachael Hartman, Judi Smith, Linda Yanko, Mike Pope, Robin Kuhlman, Jane Attina, and Jane Zimmerman (4:17).

**Minutes:**

Exhibit 06/11/A

The minutes of the May 24, 2011 regular meeting were approved as presented upon motion by Andy Meinhold, seconded by Raymond Rundelli. The motion passed.

**Communications:** Debbie shared assorted thank you notes with the board from retirees, AARP tax preparers and for our ILL service.

**Agenda:** Gordon Burgess made a motion, seconded by Mona Trybus, to approve the revised agenda distributed at the meeting. The motion passed.

**Fiscal Officer's Report:**

Exhibit 06/11/B

Approval of disbursements and gifts: Andy Meinhold made a motion, seconded by Gordon Burgess, to approve the Fiscal Officer's Report including disbursements and gifts as presented. The motion passed.

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

Nays: None

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

**Director's Report:**

Exhibit 06/11/C

In addition to her written report:

Middlefield Progress: Mike Pope has received a quote for repairing the insulation, louvers, etc. in the attic which totals about \$90,000.

Newbury School insurance premium increase: The insurance provider for Newbury Local Schools has just realized that the public library is open in the school on Thursdays from 10 a.m. to 1 p.m. during school hours. As a result, they propose to increase the premium for liability insurance by \$4,708. Debbie has talked with Newbury school officials and attended

the School Board meeting when this was discussed. Their insurance representative will revisit their quote with the information Debbie provided to them. Newbury's insurance renewal is set for July 1 and they would like to settle the matter by then. The Library Board agreed that staff will continue to work on this issue and ask for board guidance as needed. While it is hoped that the proposed premium increase will be lower than initially quoted, possible solutions include sharing the premium increase and eliminating Thursday morning library hours. There is very little attendance during that time period.

Shopping carts at Middlefield: The East Geauga Friends provided funds to buy small shopping carts for patrons to use in the Library. Debbie shared a photograph taken shortly after the carts were made available of an Amish family using them at the check-out desk.

Htex Possible Joint Program: The Chardon Schools and several municipalities in the Windstream telephone area may conduct their studies at the same time as the library. A joint cost estimate request of Windstream may result in even greater cost savings for the library and the other entities.

Budget Commission Hearing: GCPL was allotted one-half hour for its hearing. We need to be ready should the Commission want details about our recent successful levy and impact on budget/tax payers.

Representative Hollington: Mal Bank, former Foundation board member, met with Representative Hollington recently to share information about GCPL with him. Mr. Bank reported that Representative Hollington was very surprised and thrilled to learn that he has a first class library system in his district.

Thompson DVD theft: The Madison Public Library director found GCPL and other public library DVDs on sale in an Ashtabula County video store. The store manager turned the library DVDs over to the director who returned one to Debbie. They are DVDs that were stolen from Thompson Library Station within the last 2 years. Thompson Police plan to further investigate this crime.

Middlefield Landscaping: Therese received a quote for enhancing the Middlefield landscaping on the north and east sides of the building and for adding fir trees to correct a glare issue from Envirosapes Landscape Design. Work will continue on this project.

**Assistant Director's Report:**

Exhibit 06/11/D

Personnel Actions:

Exhibit 06/11/E

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

Ayes: Burgess, Delano, Hutchinson, Meinhold, Newman, Rundelli, Trybus  
Nays: None

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

Local Manager's Report: Thompson Station supervisor Robin Kuhlman shared a variety of thank you notes about restored services from grateful patrons. These patrons are grateful for the following restorations: school-age storytime; the summer reading program for all ages;

money for new books, new release movies, newspapers and news magazines; public internet stations; the adult book discussion group and, from the staff, fixing the air conditioning.

**Committee Reports:**

Personnel Committee:

Exhibit 06/11/F

Andy Meinhold, committee chair, presented the Committee's recommendations for: salary equity; performance based salary increase; merit payments for employees receiving 'exceeds' on their annual evaluation; merit payments for student pages; substitute employee wage increases; and Senate Bill 5 compliance. On behalf of the Personnel Committee Andy Meinhold made a motion, seconded by Joshua Hutchinson, to approve all of the Personnel Committee's compensation recommendations to begin with Payroll #14 for all except the Senate Bill 5 compliance item which will begin with Payroll #15. After discussion, the motion passed.

Ayes: Burgess, Delano, Hutchinson, Meinhold, Newman, Rundelli, Trybus  
Nays: None

Executive Committee:

Paul Newman reported that 2 applicants for the upcoming board vacancies were interviewed and determined to be good candidates to recommend to the Judges of the Court of Common Pleas. Therefore, on behalf of the Executive Committee, Paul Newman made a motion to send the following candidate's names to the Judge of Common Pleas – Jake Yanchar be recommended to fill the seat vacated by Mona Trybus and that Kate Pitrone be recommended to fill the seat vacated by Andy Meinhold. The motion passed.

Planning Committee: Could not find a time for all to meet before this board meeting.

**Director's Goals for 2011:**

Exhibit 06/11/G

Debbie provided a written and oral update to her 2011 goals and requested, and the board agreed, to delete goal #8 – Begin work on succession planning for the library administration and add goal #9 – Develop capital plan for all repairs, replacements, and funds for buildings, vehicles and technology.

**Unfinished business:** None

**New Business:** Board President Paul Newman thanked Mona Trybus for her 30 years of service as a trustee on the Library Board and presented her with a framed photograph of the Middlefield Library. Andy Meinhold was also thanked for his 14 years of service as a library trustee. Both departing board members were given a round of applause and received accolades from board colleagues and staff.

**Board Development:**

Exhibit 06/11/H

Debbie provided an overview of the history of the Thompson Library Station.

**Foundation report:** Raymond Rundelli reported that the Foundation Board is planning for the 2012 mini-golf fundraiser; decided on the selection process and committee for the Chapman Award; and began exploring ideas for a 2<sup>nd</sup> fundraising event at its recent meeting. Further, Mona Trybus has been appointed to the Foundation Board.

**Comments from the Public:** Donna Fried reported that the programs for A Fine Romance are enjoying huge attendance ranging from about 75 to almost 100 registered so far for the last program with Larry Sheir. Park Synagogue on the east side of Cleveland has planned a bus trip for their congregation to this last program. The Friday Films are popular too with attendance ranging from 15-20+ attendees.

**Adjournment:** Raymond Rundelli made a motion to adjourn, seconded by Joshua Hutchinson. The motion passed and the meeting ended at 5:16 P. M.

---

Paul A. Newman, President

---

Mona Trybus, Secretary