

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY Special Meeting of the Board of Trustees
Wednesday, April 27, 2016, Eastlake City Hall, 5:00 P.M.

Minutes

The meeting was called to order by President Roseum at 5:07 p.m.

Present: Mr. Buttari, Mr. Mackey, Mr. Monin, Mrs. Petruccio, Mrs. Roche, Mrs. Roseum
Mr. Werner, Mr. Linderman, Ms. Simmons, Ms. Phillis

Also Attending: Ms. Mullen, Ms. Jozwiak, Deborah Michaels

A presentation was given by Jason Nolde of Richard Fleischman + Partners Architects on the recommended designs for the Willowick and Willoughby Libraries and a discussion of the project financing. The completed steps of the project flow are: Existing Facilities, Programming and Schematic Design. The next steps are: Design Development, Construction Documents and the Bid and Construction step.

Mr. Nolde went into a brief overview of the Programming Process which consisted of: interviewing the management team from both libraries, developing the square foot requirements, issuing the draft documents and issuing the revised programming document.

Further discussion was held over the proposed bubble diagrams for each Willowick and Willoughby libraries which shows the locations of the collections. Mr. Nolde briefly spoke about the design schedule that included the firm's submission dates and the Board approval dates which led into the cost estimation for each building. Each budget estimate consisted of 3 categories: category 1 Richard Fleischman + Partners recommendation, how they felt the library could achieve the most value for the dollar. Category 2 is the staff recommendations and what features are important to them, and category 3 is the items on the library's wish list.

Ms. Simmons gave the Board an overview of the summary of the Capital Projects Fund and the chart showing the new calculation with the transferred and increased operating costs and Levy amounts. Discussion was held regarding the levies and each year to move money into the capital buildings fund to keep up with repairs.

RESOLUTION 52-16

Mr. Mackey moved and Mrs. Petruccio seconded the resolution to approve the designs for the renovations of the Willowick and Willoughby Libraries.

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY Special Meeting of the Board of Trustees
Wednesday, April 27, 2016, Eastlake City Hall, 5:00 P.M

On roll call the following vote was cast: Mr. Buttari “Yes”, Mr. Mackey “Yes”, Mr. Monin “Yes”, Mrs. Petruccio “Yes”, Mrs. Roche “Yes”, Mrs. Roseum “Yes”. Motion carried.

RESOLUTION 53-16

Mr. Mackey moved and Mr. Monin seconded the resolution to approve and support the transfer of requested funds from the library’s general fund to the capital project fund for \$1.4 million to allow for the renovations of the Willowick and Willoughby libraries and other capital needs.

On roll call the following vote was cast: Mr. Buttari “Yes”, Mr. Mackey “Yes”, Mr. Monin “Yes”, Mrs. Petruccio “Yes”, Mrs. Roche “Yes”, Mrs. Roseum “Yes”. Motion carried.

RESOLUTION 54-16

Mrs. Petruccio moved and Mrs. Roche seconded the Board adjourn into executive session to discuss the compensation of a non-bargaining unit employee at 6:37 p.m.

On roll call the following vote was cast: Mr. Buttari “Yes”, Mr. Mackey “Yes”, Mr. Monin “Yes”, Mrs. Petruccio “Yes”, Mrs. Roche “Yes”, Mrs. Roseum “Yes”. Motion carried.

The Board returned from executive session at 7:15 p.m.

RESOLUTION 55-16

Mrs. Petruccio moved and Mrs. Roche seconded that the Library’s Fiscal Officer title be changed to Fiscal and Compliance Officer and to set the salary of the position at \$70,000 annually and to make the revised salary retroactive to January 1, 2016.

On roll call the following vote was cast: Mr. Buttari “Yes”, Mr. Mackey “Yes”, Mr. Monin “Yes”, Mrs. Petruccio “Yes”, Mrs. Roche “Yes”, Mrs. Roseum “Yes”. Motion carried.

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY Special Meeting of the Board of Trustees
Wednesday, April 27, 2016, Eastlake City Hall, 5:00 P.M

ADJOURNMENT

MOTION 56-16

Mrs. Petruccio moved and Mrs. Roche seconded to adjourn the Board meeting at 7:19 p.m.

On roll call the following vote was cast: All “Ayes.” Motion carried.

Respectfully submitted,

Board President

Board Secretary