

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY Regular Meeting of the Board of Trustees,  
Monday, July 21, 2014, Eastlake Library Meeting Room, 7:00 p.m.

## CALL TO ORDER

The meeting was called to order by Vice-President Kayser at 7:10 p.m.

Additions to the agenda:

If he should attend, Mr. Ross of Ross Elevator, at beginning of meeting

Demonstration of Overdrive Media Station & Digital Signage after Mr. Ross

D. Facilities Manager's Report - #1. Anderson Windows Contract\*; #2. Premier Ceiling, Inc.  
Contract\*

Present: Mr. Kayser, Mrs. Petruccio

Absent: Mr. Mackey, Mrs. Fiorello, Mr. Mausar, Mrs. Roseum, Mrs. Stevens

Also attending: Mrs. Williams, Mr. Linderman, Ms. Simmons, Mr. Johnson, Ms. Rogers

Citizens attending: Ms. Clark, Ms. Kelly, Mrs. Mullen, Ms. Whitlow

Citizen's Comments:

Mrs. Stevens arrived at 7:15 p.m.

Mrs. Williams gave a demonstration of the Overdrive Media Station.

In the absence of a quorum, all pending actions on the agenda were tabled.

## FISCAL OFFICER'S REPORT

## COMMITTEE REPORTS

AUDIT (**Petruccio**, Orr, Roseum)

BUILDING (**Mausar**, Stevens, Kayser)

FINANCE & PLANNING (**Kayser**, Petruccio, Roseum)

PERSONNEL (**Petruccio**, Mausar, Fiorello)

The committee held an informational gathering to distribute and look at various ads for Library Directors and interview summary sheets.

POLICY/BYLAWS (**Stevens**, Fiorello, Roseum)

## FACILITIES MANAGER'S REPORT

Mr. Johnson informed the board members present on the status of pending building projects.

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ASSISTANT DIRECTOR'S REPORT

Mr. Linderman informed the board members present on the status of pending technology projects.

DIRECTOR'S REPORT

Mrs. Williams updated the board members present on various projects that have been underway.

An organizational meeting for the Friends of the Library will be 6:00 p.m., August 14, at the Eastlake Library.

Mrs. Williams updated the board on the levy. Issue numbers will be assigned after the filing deadline of August 6. Absentee voting will begin on October 7.

Melanie Wilson, Virtual Services Manager, was the employee of the month. She showed true team spirit when we discovered that the SEO Mobile Tech Lab was coming and we only had one week to prepare for it. Melanie rearranged her own schedule and put together a schedule of training for staff and public.

COMMUNICATIONS

Mrs. Williams shared the letter she sent to Ross Elevator.

OLD BUSINESS

Mrs. Williams advised the board members present that the revisions were made in the annual report, and it will need to be approved.

A special board meeting will be scheduled to address actions pending before the board.

**NEXT MEETING**, Monday, August 18, 2014, 7:00 p.m., Willoughby Library Meeting Room

Mr. Kayser and Mrs. Stevens said that they would not be at the August board meeting.

**ADJOURNMENT**

**MOTION 78-14**

Mrs. Petruccio moved and Mrs. Stevens seconded that the Board adjourn the meeting at 8:06 p.m.

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

Respectfully submitted,

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Board President

Secretary