

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY Regular Meeting of the Board of Trustees,
Monday, April 20, 2015, Willoughby Hills Community Center, O’Ryan Room, 7:00 p.m.

CALL TO ORDER

Additions to the agenda:

Present: Mr. Buttari, Mr. Mackey, Miss Kercher, Mrs. Roseum

Absent: Mrs. Fiorello, Mrs. Petruccio

Also present: Mr. Werner, Mr. Linderman, Ms. Simmons, Mr. Johnson, Ms. Rogers, Ms. Roche

Citizens present: Ms. Clark, Mrs. Mullen, Ms. Stevens

The meeting was called to order by President Roseum at 7:08 p.m.

Citizen’s Comment: Ms. Clark stated that she was happy to meet the new director when he came to the Willoughby Library.

Ms. Rogers administered the oath of office to Ms. Dawn Roche.

Mrs. Roseum presented the minutes of the Regular Meeting of the Board of Trustees for March 16, 2015, the April 2, 2015 Special Board Meeting and the April 13, 2015 Building Committee Meeting.

MOTION 44-15

Mr. Mackey moved and Mr. Buttari seconded that the minutes of the Regular Meeting of the Board of Trustees for March 16, 2015, the April 2, 2015 Special Board Meeting and the April 13, 2015 Building Committee Meeting be approved as presented.

On roll call the following vote was cast: Mr. Buttari, “Yes”; Mrs. Fiorello, “Absent”; Mr. Mackey, “Yes”; Miss Kercher, “Yes”; Mrs. Petruccio, “Absent”; Mrs. Roche, “Yes”; Mrs. Roseum, “Yes”. Motion carried.

FISCAL OFFICER’S REPORT

Ms. Simmons pointed out that she closed the PNC investment account because the interest rate was only .01%, and purchased two CD’s, one with a .45% and the other with a .40% interest rate, each at \$250,000.00.

MOTION 45-15

Mr. Mackey moved and Mr. Buttari seconded that the Board approve the March, 2015 Fiscal Officer's report:

MARCH LIST OF BILLS PAID: \$ 448,515.72

MARCH FINANCIAL STATEMENT: YTD

	RECEIPTS	EXPENDITURES	BALANCES
General Fund	\$ 948,464.47	\$ 1,231,081.68	\$2,777,353.13
Grants	0.00	0.00	0.00
Capital Projects Fund	213.85	13,715.29	\$1,939,218.68
Building Construction	0.00	0.00	0.00
Computer Information	0.00	38,948.96	\$166,507.82
Eastlake Coal Plant	0.00	0.00	\$35,233.00
Fiduciary Fund – Worrallo	0.00	0.00	\$16,990.03
TOTALS	\$ 948,678.32	\$1,283,745.93	\$4,935,302.66

MARCH INVESTMENTS: \$4,447,927.86

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Yes"; Mrs. Roseum, "Yes". Motion carried.

COMMITTEE REPORTS

AUDIT (**Kercher**, Fiorello, Tyler citizen)

BUILDINGS (**Mackey**, Buttari, vacant)

Mr. Mackey presented the recommendations of the building committee regarding the lift station project at Willowick. Pursuant to the recommendations, the following motions were made.

MOTION 46-15

Mr. Mackey moved and Mr. Buttari seconded that the Board approve HBM to proceed with Step 6 of Amendment 4 of its contract for architectural services.

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Yes"; Mrs. Roseum, "Yes". Motion carried.

MOTION 47-15

Mr. Mackey moved and Mr. Buttari seconded that the Board approve hiring a testing facility for work on the lift station project.

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Yes"; Mrs. Roseum, "Yes". Motion carried.

MOTION 48-15

Mr. Mackey moved and Mr. Buttari seconded that the Board approve construction bidding for the lift station project.

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Yes"; Mrs. Roseum, "Yes". Motion carried.

FINANCE AND PLANNING (Buttari, Kercher, Petruccio)

Mr. Buttari would like to plan a finance meeting to review the financial reports before the next board meeting. After that meeting he would like Ms. Simmons to explain a financial report at each board meeting.

PERSONNEL (Petruccio, Fiorello, Mackey)

MOTION 49-15

Mr. Mackey moved and Mr. Buttari seconded that the Board approve the Personnel Actions report as presented.

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Abstain"; Mrs. Roseum, "Yes". Motion carried.

POLICY (Fiorello, Kercher, Vacant)

FACILITIES MANAGERS REPORT

Mr. Johnson attended the BWC Safety Congress in Columbus. The Library renewed its membership in the Lake County Safety Council last year. At the last Safety Council meeting, the library was presented with an award for completing over one million hours of preventing accidents and injuries over the last 5 years. Attending safety classes may enable the library to receive a reduction in BWC rates.

INTERIM DIRECTOR'S REPORT

Mr. Linderman reminded the board about the OLC Trustees dinner on Wednesday, April 29, 2015 at 6:30 p.m. at the Holiday Inn in Independence. Mrs. Roseum and Mr. Buttari indicated that they would like to attend, while Ms. Roche needed to check her calendar before committing to attend this function.

MOTION 50-15

Mr. Mackey moved and Mr. Buttari seconded that the Board approve using money from the Better World Books to provide gift cards for the Employee of the Month, as long as the funds cover the expenses.

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Yes"; Mrs. Roseum, "Yes". Motion carried.

MOTION 51-15

Ms. Kercher moved and Mr. Mackey seconded that the Board approve a Food for Fines program

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before and after the summer reading program provided that the food is donated to the McKinley Food Center.

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Yes"; Mrs. Roseum, "Yes". Motion carried.

MOTION 52-15

Mr. Mackey moved and Mr. Buttari seconded that the Board approve the Time-Warner contract for data lines.

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Yes"; Mrs. Roseum, "Yes". Motion carried.

DIRECTOR'S REPORT

Mr. Werner reported on the initial meeting regarding the possibility of relocating the Administration and Technical Services offices to the Eastlake City Hall.

Mr. Werner also reported on his meeting with Mr. Steve Thompson, Superintendent of the Willoughby-Eastlake Schools. Mr. Thompson is looking forward to possible collaborations with the library.

COMMUNICATIONS

A letter was received from Dolores Tolhurst thanking Willowick staff member, Gale Lippucci, for donating a book in memory of her husband, Robert.

A letter was received from Steve Thompson advising the library that the School Board passed a resolution to appoint Ms. Dawn Roche to the Library Board of Trustees.

A copy of the extension of the lease term agreement between Marous Herald LLC and the Library for the Administration Office was included.

OLD BUSINESS

NEW BUSINESS

Mr. Werner requested that a review of the 2014 Annual Report be postponed in order for additional information to be included in it.

An article regarding the Rochester, New York library initiating a tool lending library was presented as an innovative idea of other items libraries can loan to the public.

NEXT MEETING, Monday, May 18, 2015, 7:00 p.m., Willoughby Library Meeting Room

Mr. Johnson left at 7:50 p.m.

MOTION 53-15

Mr. Buttari moved and Ms. Kercher seconded that the Board adjourn into executive session to discuss a health matter related to a library patron's accident claim at 7:52 p.m.

On roll call the following vote was cast: Mr. Buttari, "Yes"; Mrs. Fiorello, "Absent"; Mr. Mackey, "Yes"; Miss Kercher, "Yes"; Mrs. Petruccio, "Absent"; Mrs. Roche, "Yes"; Mrs. Roseum, "Yes". Motion carried.

The Board returned from executive session at 8:02 p.m.

ADJOURNMENT

MOTION 54-15

Mr. Mackey moved and Ms. Kercher seconded that the Board adjourn at 8:02 p.m.

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

Respectfully submitted,

Board President

Board Secretary