

**WILLOUGHBY-EASTLAKE PUBLIC LIBRARY**

**Regular Meeting of the Board of Trustees,**

**Monday, April 19, 2010, Willoughby Library Meeting Room, 7:00 p.m.**

Present: Mrs. Fiorello, Mr. Lehtoma, Mr. Mackey, Mrs. Mismas, Mrs. Petruccio, Mrs. Stevens, Mrs. Webster

The meeting was called to order by President Webster at 7:03 p.m.

**MOTION 36-10**

Mrs. Stevens moved and Mrs. Fiorello seconded that the Board approve the minutes of the regular meeting of March 15, 2010 be approved as submitted.

On roll call, the following vote was cast: Mrs. Fiorello, "Yes"; Mr. Lehtoma, "Yes"; Mr. Mackey, "Yes"; Mrs. Mismas, "Yes"; Mrs. Petruccio, "Yes"; Mrs. Stevens, "Yes" Mrs. Webster, "Yes". Motion carried.

**FISCAL OFFICER'S REPORT**

**MOTION 37-10**

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

MARCH LIST OF BILLS PAID: \$325,086.08

**MARCH FINANCIAL STATEMENT (YTD)**

	RECEIPTS	EXPENDITURES	BALANCES
General Fund	\$2,183,648.20	\$1,090,429.89	\$2,715,871.51
Grants	- 0 -	- 0 -	- 0 -
Capital Projects Fund	1,457.97	- 0 -	212,084.45
Computer Information	1,104.69	- 0 -	183,126.83
Fiduciary Fund –Worrallo	- 0 -	- 0 -	17,188.37
TOTALS	\$2,186,210.86	\$1,090,429.89	\$3,128,271.16

MARCH INVESTMENTS: \$2,207,097.00

On roll call, the following vote was cast: Mrs. Fiorello, "Yes"; Mr. Lehtoma, "Yes"; Mr. Mackey, "Yes"; Mrs. Mismas, "Yes"; Mrs. Petruccio, "Yes"; Mrs. Stevens, "Yes"; Mrs. Webster, "Yes". Motion carried.

**COMMITTEE REPORTS**

The Policy Committee will meet at 6:30 p.m. on Monday, May 17<sup>th</sup> before the regular meeting.

## **PERSONNEL/FINANCE**

### **MOTION 38-10**

Mrs. Stevens moved and Mrs. Petruccio seconded that the Board approve the Personnel Actions report.

On roll call, the following vote was cast: Mrs. Fiorello, "Yes"; Mr. Lehtoma, "Yes"; Mr. Mackey, "Yes"; Mrs. Mismas, "Yes"; Mrs. Petruccio, "Yes"; Mrs. Stevens, "Yes"; Mrs. Webster, "Yes". Motion carried.

## **FACILITIES MANAGER'S REPORT**

### **MOTION 39-10**

Mr. Lehtoma moved and Mr. Mackey seconded that the Board approve a contract with Lake County Cleaning from May 1, 2010 through April 30, 2013 to clean all four buildings, six days a week, in the amount of \$5,510.00 per month.

On roll call, the following vote was cast: Mrs. Fiorello, "Yes"; Mr. Lehtoma, "Yes"; Mr. Mackey, "Yes"; Mrs. Mismas, "Yes"; Mrs. Petruccio, "Yes"; Mrs. Stevens, "Yes"; Mrs. Webster, "Yes". Motion carried.

## **DIRECTOR'S REPORT**

April's PLF distribution is down 10.1%; year to date is down 16.8% compared to 2009. However, in 2009 the distribution was down 16.6% for the month of April and 12.2% compared to 2008.

Mrs. Williams did not attend Legislative Day as Representative Fende was unable to meet with the Lake County Directors. They hope to meet with her here in the library district.

Mr. Lehtoma, Mrs. Petruccio and Mrs. Williams will attend the Northern Ohio Trustee dinner on Thursday, April 22, 2010 and Mrs. Mismas will attend the Eastern Ohio dinner of April 28<sup>th</sup>.

Mrs. Williams and Mrs. Pelcic met with Gloria Tedesco of Zee Medical regarding first aid kits and AED devices. The cost of the AED device is \$1,895.00.

The update to the NBU Personnel Policy Handbook has been postponed until the May meeting.

The proposed Sick Leave Bank, as recommended by the Labor/Management Committee, was voted down by the Union membership.

Employees of the Month – Leslie Vano (Eastlake) and Kathy Williams (Director)

## **COMMUNICATIONS**

## **NEW BUSINESS**

**NEXT MEETING**, Monday, May 17, 2010 Willowick Library Meeting Room, 7:00 p.m.

### **MOTION 40-10**

Mrs. Petruccio moved and Mr. Lehtoma seconded that the Board adjourn the meeting at 7:33 p.m.

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