

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY
Regular Meeting of the Board of Trustees,
Monday, April 20, 2009, Willowick Library Board Room, 7:00 p.m.

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

The meeting was called to order by President Fiorello at 7:02 p.m.

The President presented the minutes of the regular meeting of March 16, 2009.

MOTION 37-09

Mr. Mackey moved and Mrs. Webster seconded that the Board approve the minutes of the regular meeting of March 16, 2009 as submitted.

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

FISCAL OFFICER'S REPORT

MOTION 38-09

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

MARCH LIST OF BILLS PAID: \$371,855.06

MARCH FINANCIAL STATEMENT (YTD)

	RECEIPTS	EXPENDITURES	BALANCES
General Fund	\$1,485,807.48	\$1,150,588.66	\$2,057,565.44
Grants	- 0 -	- 0 -	- 0 -
Capital Projects Fund	- 0 -	-0 -	209,243.95
Computer Information	- 0 -	- 0 -	181,180.79
Fiduciary Fund –Worrallo	- 0 -	164.69	17,043.04
TOTALS	\$1,485,807.48	\$1,150,753.35	\$2,465,033.22

MARCH INVESTMENTS: \$1,785,509.60

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

COMMITTEE REPORTS

Mrs. Bocciarelli will e-mail the investment policy to the policy committee and they will discuss it before the next Board meeting.

PERSONNEL/FINANCE

MOTION 39-09

Mrs. Webster moved and Mrs. Stevens 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. Stevens, "Yes"; Mrs. Webster, "Yes". Motion carried.

FACILITIES MANAGER'S REPORT

The library received two award from the Lake County Safety Council; a 100% award for working the entire year without an injury resulting in a day away from work and a special award for at least 500,000 hours and six months without a lost time injury.

DIRECTOR'S REPORT

The reduction of hours has been a huge success; 16 out of 20 Managers and 47 out of 84 bargaining unit staff are participating, for a combined savings of just over \$30,000.

Public Library Fund figures were down 16½ % for April, for a total of a 12% decrease so far for the year.

The Personnel Committee will investigate the idea of a retirement incentive as a cost-saving measure.

With advice from the county prosecutor, the Director has advised the Masonic Temple that we will need a written request, along with a metes and bounds description, in order to grant an easement on library property.

The owner of a bed and breakfast across from the Willoughby Library called the Director to complain about kids in the parking lot at 3:00 a.m. breaking bottles. Ms. Dugan notified the building manager and advised her to inform the Willoughby Police, who have said they will increase patrols in the area.

The Willoughby Library is celebrating its centennial this year. An open house will be held on August 6, 2009 to commemorate the occasion.

The Director would like to nominate Linda Morton, President of the Friends of the Library, to receive an award offered by the Ohio Library Council.

The Board will go into Executive Session at the end of the meeting to discuss the Director's evaluation.

The library was deemed ineligible for a previous Gates Foundation grant, but may now qualify. Ms. Dugan will investigate the possibility of reapplying for the grant.

Patrons using the public PC's will be given an opportunity to complete an on-line survey about their computer usage.

Employees of the month are: Jan Rohrich (Willowick) and Kathy Dugan

OLD BUSINESS

Ms. Dugan investigated the cost of AED's.

MOTION 40-09

Mrs. Webster moved and Mr. Lehtoma seconded that the Board adjourn into Executive session at 7:40 p.m. to discuss the Director's evaluation.

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

MOTION 41-09

Mr. Lehtoma moved and Mrs. Webster seconded that the Board return from Executive session at 7:48 p.m.

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

MOTION 42-09

Mr. Lehtoma moved and Mrs. Webster seconded that the Board approve a 2% salary increase for the Director, retroactive to January 1, 2009.

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

NEXT MEETING, Monday, May 18, 2009, Willowick Library Board Room, 7:00 p.m.

MOTION 43-09

Mr. Lehtoma moved and Mrs. Webster seconded that the Board adjourn the meeting at 7:50 p.m.

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