

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY
Regular Meeting of the Board of Trustees,
Monday, June 20, 2011 Willowick Library Jane Geiser Room, 7:00 p.m.

CALL TO ORDER

Present: Mrs. Fiorello, Mr. Lehtoma, Mr. Mackey, Mrs. Petruccio.

The meeting was called to order by Vice-President Petruccio at 7:00 p.m.

Mrs. Williams added an agenda item to the Directors Report: #10. Items to declare surplus.

The President presented the minutes of the regular meeting of May 16, 2011.

MOTION 47-11

Mrs. Fiorello moved and Mr. Lehtoma seconded that the minutes of the regular meeting of May 16, 2011 be approved as corrected.

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

FISCAL OFFICER'S REPORT

MOTION 48-11

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

MAY LIST OF BILLS PAID: \$ 350,989.08

MAY FINANCIAL STATEMENT: YTD

	RECEIPTS	EXPENDITURES	BALANCES
General Fund	\$2,854,932.82	\$1,910,290.28	\$3,637,311.04
Grants	- 0 -	- 0 -	- 0 -
Capital Projects Fund	\$ 666.84	- 0 -	\$287,960.19
Computer Information	\$ 0.00	- 0 -	\$208,486.31
Fiduciary Fund - Worrallo	\$ 0.00	- 0 -	\$17,190.09
TOTALS	\$ 2,855,599.66	\$1,910,290.28	\$4,150,947.63

MAY INVESTMENTS: \$2,503,280.45

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

“Yes”; Mrs. Petruccio, “Yes”. Motion carried.

Mrs. Bocciarelli advised the Board that the State Audit was done.

COMMITTEE REPORTS

PERSONNEL/FINANCE

MOTION 49-11

Mr. Mackey 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. Petruccio, “Yes”. Motion carried.

FACILITIES MANAGERS REPORT

The City of Willowick inspected the sewer drain and sent the library their findings. Mrs. Dugan and Ms. Rogers met with the architect, Robert A. Fiala and several contractors to recommend suggestions for resolving this issue. Mrs. Fiorillo suggested that the architect contact Weiss Construction, who did lateral sewer work at her home, for a proposal.

Surface Engineering was contacted to do a free analysis of the paving needs of the three building, with priority given to Eastlake Library. Tomaro Construction will be contacted to provide an estimate of repairing the concrete walkways at the other buildings, with priority for Willowick.

The 1999 Ford van needs repairs at a cost of \$1,642.01. At our insurance company’s request, the Library obtained a Certificate of Liability Insurance from Yanos Automotive Service, in the event that the vehicle would need to remain overnight for repairs. The work on the van will proceed.

DIRECTOR’S REPORT

The June 2011 PLF has increased by \$11.3% over 2010, but remains down by 11.4% from 2008. For the year to date, the PLF has increased by 11.1% over 2010, but remains down by 19.2% from 2008. The Madison Public Library is contesting the formula for how state library funds are distributed within our county. They claim that they are losing more than other libraries and want the Lake County Libraries to make an adjustment this year to help them out and then to revise the current formula to reflect current values in future years.

Mrs. Williams reported that all Lake County libraries either had a foundation, an endowment or were themselves a 501(c)(3). There are disadvantages to the endowment. Mrs. Williams will contact Mr. Reed Robertson as well to assist in establishing a foundation. Mrs. Petruccio volunteered to assist Mrs. Williams as well.

The Assistant Director search is progressing. Twenty applications were received and five candidates are being interviewed.

In order to facilitate the impending changes regarding OPERS pickup, Mrs. Williams proposed that changes be made to the non-bargaining unit now so that the library will be in compliance if

this becomes law on July 1. Changes for the bargaining unit cannot be made now, as they are covered by their bargaining agreement. Further discussions were tabled until next month so the full board can discuss this matter.

Mrs. Williams presented a draft of the annual report for approval.

MOTION 50-11

Mrs. Petruccio moved and Mr. Lehtoma seconded that the Board approve the 2010 Annual Report as corrected. The following vote was cast: All "Ayes." Motion carried.

Mrs. Williams recommended resolutions to honor retirees: Susan Pelcic, 24 years of service; Linda Y. Klancher, 20 years of service: and Gloria Fuller, 10 years of service.

MOTION 51-11

Mr. Lehtoma moved and Mrs. Fiorello seconded that the Board accept the resolutions to honor the following retirees: Susan Pelcic, Linda Y. Klancher, and Gloria Fuller. The following vote was cast: All "Ayes." Motion carried.

The employees of the month were Bethany White, Willoughby Hills Library, nominated by Sherry Tyson for doing a great job decorating for National Library Week and Leslie Vano, Eastlake Library, nominated by a patron for showing very good people skills, enjoyment of her job, and being very persistent in researching or directing people to the information they need.

Mrs. Williams presented a list of gifts from January through June, 2011.

MOTION 52-11

Mr. Mackey moved and Mr. Lehtoma seconded that the Board approve the list of gifts from January through June, 2011.

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

Mrs. Williams presented a list of items to be declared surplus.

MOTION 53-11

Mrs. Fiorello moved and Mr. Mackey seconded that the Board approve the list of surplus items for June, 2011.

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

COMMUNICATIONS

OLD BUSINESS

NEW BUSINESS

NEXT MEETING, Monday, July18, 2011, 7:00 p.m., Willowick Library Jane Geiser Room.

MOTION 54-11

Mr. Lehtoma moved and Mrs. Fiorello seconded that the Board adjourn the meeting at 8:05p.m.

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