

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY

Regular Meeting of the Board of Trustees,

Monday, July 20, 2009,

Willowick Library Board Room, 6:00 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 Fiorello at 6:05 p.m.

Debbie Mullen, President of the union, addressed the Board and asked that they consider placing a levy on the ballot in November and offered the full support of the bargaining unit members. Ms. Mullen also suggested that the library investigate starting a foundation and applying for available grants.

The President presented the minutes of the regular meeting and Personnel/Finance Committee meeting of June 15, 2009 and the Special meeting of July 6, 2009.

MOTION 56-09

Mrs. Webster moved and Mrs. Mismas seconded that the Board approve the minutes of the regular meeting and Personnel/Finance Committee meeting of June 15, 2009 and the Special meeting of July 6, 2009 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" to June 15th meeting only; Mrs. Stevens, "Yes"; Mrs. Webster, "Yes". Motion carried.

FISCAL OFFICER'S REPORT

MOTION 57-09

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

JUNE LIST OF BILLS PAID: \$336,688.38

JUNE FINANCIAL STATEMENT (YTD)

	RECEIPTS	EXPENDITURES	BALANCES
General Fund	\$2,159,514.22	\$2,278,923.72	\$1,602,937.12
Grants	- 0 -	- 0 -	- 0 -
Capital Projects Fund	818.70	- 0 -	210,062.65
Computer Information	803.23	- 0 -	181,984.02
Fiduciary Fund –Worrallo	107.49	164.69	17,150.53
TOTALS	\$2,161,243.64	\$2,279,088.41	\$2,012,134.32

JUNE INVESTMENTS: \$1,791,877.50

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

AUDIT

Mrs. Bocciarelli has a draft of the audit report; there is no management letter of recommendations and no post-audit meeting is necessary.

PERSONNEL/FINANCE

MOTION 58-09

Mr. Mackey moved and Mrs. Webster 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.

MOTION 59-09

Mrs. Petruccio moved and Mrs. Mismas seconded that the Board approve the following change to the Policy manual: extending the number of holds from 35 to 50.

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.

The policy committee (Mr. Lehtoma, Mrs. Petruccio, Mrs. Webster) will meet to discuss limiting the number of DVD's to be borrowed.

MOTION 60-09

Mrs. Webster moved and Mr. Mackey seconded that the Board approve Policy 8.13, which protects the storage, use and distribution of employee information.

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

Mrs. Pelcic reported that the cargo van needed repairs in the amount of \$402.75 (an alternator assembly and assembly drive belt.)

A homeowner on the South East side of the Willowick Library's parking lot complained about the weeds in the bushes lining her property. She requested that the bushes be removed and that the library pay for a new fence on her property. The city law director said that a "living" fence

(bushes) was sufficient, but that the bushes must be maintained and the weeds removed.

DIRECTOR'S REPORT

Ms. Dugan attended an information meeting about a debt collection company, Unique Management. The Board decided to table a decision about a contract until the August meeting.

The Public Library Fund has been "temporarily" reduced from 2.22% to 1.97%.

The silent auction at the Willowick Library netted \$200.50; it was donated to the Library.

In lieu of a staff development day, Ms. Dugan will ask staff who are being recognized for years of service to attend a small reception in their honor before a Board meeting.

MOTION 61-09

Mrs. Petruccio moved and Mr. Lehtoma seconded that the Board approve the List of Gifts for the 1st half of 2009 as presented.

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.

Ms. Dugan, Mrs. Bocciarelli and Mrs. Petruccio will attend a meeting "The Road Ahead for Public Libraries" hosted by the Ohio Library Council, on August 5th at 2:00 p.m. at the Chardon Library.

The Board discussed making additional cuts in order to meet the deficit due to the cut in funding.

MOTION 62-09

Mrs. Webster moved and Mr. Mackey seconded that the Board approve a 10% cut in hours for hourly employees and a 10% salary reduction for exempt employees beginning August 2, 2009.

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.

Employees of the month are: Cheryl Kuonen (Willowick) and Colleen Kelly (Tech)

OLD BUSINESS

There has been no progress on the Willoughby trenching/easement request.

MOTION 63-09

Mrs. Webster moved and Mr. Lehtoma seconded that the Board approve placing a levy on the November ballot.

On roll call, the following vote was cast: Mrs. Fiorello, "No"; Mr. Lehtoma, "Yes"; Mr. Mackey, "No"; Mrs. Mismas, "Yes"; Mrs. Petruccio, "Yes"; Mrs. Stevens, "No"; Mrs. Webster, "Yes". Motion denied.

MOTION 64-09

Mr. Lehtoma moved and Mrs. Webster seconded that the Board approve placing a 1 mil levy on the ballot in November.

On roll call, the following vote was cast: Mrs. Fiorello, "No"; Mr. Lehtoma, "Yes"; Mr. Mackey, "No"; Mrs. Mismas, "Yes"; Mrs. Petruccio, "Yes"; Mrs. Stevens, "No"; Mrs. Webster, "Yes".
Motion denied.

The Board will meet for a special meeting to further discuss placing a levy on the ballot in November.

NEXT SPECIAL MEETING, Monday August 3, 2009 at 6:00 p.m. Eastlake Public Library Meeting Room.

NEXT REGULAR MEETING, Monday, August 17, 2009, Willowick Library Board Room, 7:00 p.m.

MOTION 65-09

Mrs. Webster moved and Mr. Lehtoma seconded that the Board adjourn the meeting at 8:45 p.m.

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