

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY
Regular Meeting of the Board of Trustees, Monday, June 15, 2009,
Willowick Library Board 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 Fiorello at 7:02 p.m.

Mr. Don Lewis of the Willoughby Historical Society informed the Board that the Historical Society would like to purchase two plaques commemorating the 100th anniversary of the Willoughby Library. He presented three possible options for the Board to choose from; the Board chose two, one of which included the history of the library.

MOTION 53-09

Mrs. Webster moved and Mr. Lehtoma seconded that the Board accept two plaques from the Willoughby Historical Society commemorating the 100th anniversary of the Willoughby Library.

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.

Elaine Terman, Public Relations Manager, explained social networking to the Board, including the library's Facebook and Twitter accounts, along with our blog.

Colleen Kelly, Technology Coordinator and Evan Galasso, Computer and Network Technician, explained the new Weplnet and the Board website.

The President presented the minutes of the regular meeting of May 18, 2009.

MOTION 54-09

Mrs. Webster moved and Mrs. Mismas seconded that the Board approve the minutes of the regular meeting of May 18, 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"; Mrs. Stevens, "Yes"; Mrs. Webster, "Yes". Motion carried.

FISCAL OFFICER'S REPORT

MOTION 55-09

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

MAY LIST OF BILLS PAID: \$351,551.89

MAY FINANCIAL STATEMENT (YTD)

	RECEIPTS	EXPENDITURES	BALANCES
General Fund	\$1,959,789.09	\$1,941,825.49	\$1,740,310.22

Grants	- 0 -	- 0 -	- 0 -
Capital Projects Fund	818.70	-0 -	210,062.65
Computer Information	803.23	- 0 -	181,984.02
Fiduciary Fund –Worrallo	- 0 -	164.69	17,043.04
TOTALS	\$1,961,411.02	\$1,940,990.18	\$2,149,399.93

MAY INVESTMENTS: \$1,789,977.27

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.

PERSONNEL/FINANCE

MOTION 56-09

Mrs. Stevens moved and Mrs. Mismas 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.

In lieu of a merit raise, Ms. Dugan asked the Board to consider adding a vacation day to the bank of the non-bargaining unit members.

MOTION 57-09

Mr. Lehtoma moved and Mrs. Mismas seconded that the Board approve adding one day of vacation to the bank of each non-bargaining unit member in lieu of a merit raise.

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 distributed a proposed retirement incentive plan to the Board.

MOTION 58-09

Mr. Mackey moved and Mrs. Mismas seconded that the Board approve the retirement incentive plan 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.

FACILITIES MANAGER’S REPORT

Mrs. Pelcic informed the Board of two repairs that were made at the Eastlake Library:

replacement of a corroded pipe in the mechanical room by S.A. Communale in the amount of \$1,825.00 and repairing a leak and recharging refrigerant system in the A/C unit by Air Conditioning Enterprises in the amount of \$879.00.

During a recent storm, there was some water leaking into the Board Room and Administrative office. A-Action Basement Waterproofing was called and since there is a lifetime warranty on the waterproofing job they completed several years ago, the repairs will be made at no cost.

DIRECTOR'S REPORT

Ms. Dugan told the Board that the PLF (Public Library Fund) was down by 8.55% in June and the predictions are that it will be down by 20% for the year.

There has been no word from the Willoughby Masonic Temple regarding their request to trench through the Willoughby Library parking lot.

Ms. Dugan watched a presentation by Telesys, a for-profit communications company that wants all government, school, and libraries under the same collective telecommunications program. She did not see an advantage to joining at this time.

Ms. Dugan and the Board discussed whether, in light of budget constraints, we should have a staff development day. It was decided that the SDD committee should have a meeting to discuss the pros and cons.

A list of two items to be declared surplus was distributed. Mr. Mackey suggested donating the two items (a lawn mower and leaf blower) to the Tech Center for possible use in a small engine repair class. Mrs. Pelcic will investigate.

MOTION 59-09

Mrs. Petruccio moved and Mrs. Webster seconded that the Board approve the list of items declared surplus.

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.

A draft of the 2008 annual report was distributed.

MOTION 60-09

Mrs. Petruccio moved and Mrs. Mismas seconded that the Board approve the draft of the 2008 annual 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.

Employees of the month are: Bernie Garrison (Eastlake) and Donna Rosciszewski (Willoughby Hills)

NEW BUSINESS

Mr. Mackey's term on the Board expires in August. He's agreed to serve another seven year term.

COMMUNICATIONS

Mrs. Stevens passed on a compliment she received about the librarians in the Willoughby Children's Department.

NEXT MEETING, Monday, July 20, 2009, Willoughby Library Meeting Room, 7:00 p.m.

MOTION 61-09

Mrs. Petruccio moved and Mrs. Mismas seconded that the Board adjourn the meeting at 8:20 p.m.

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