

WILLOUGHBY-EASTLAKE PUBLIC LIBRARY
Regular Meeting of the Board of Trustees,
Monday, October 19, 2009,
Willoughby Hills Community Center O’Ryan Room 7:00 p.m.

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

The meeting was called to order by Vice-President Webster at 7:05 p.m.

The Vice-President presented the minutes of the regular meeting of September 21, 2009.

MOTION 81-09

Mr. Mackey moved and Mrs. Mismas seconded that the Board approve the minutes of the regular meeting of September 21, 2009 as submitted.

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

FISCAL OFFICER’S REPORT

MOTION 82-09

Mrs. Petruccio moved and Mr. Lehtoma seconded that the Board approve the September Fiscal Officer’s report:

SEPTEMBER LIST OF BILLS PAID: \$338,488.74

SEPTEMBER FINANCIAL STATEMENT (YTD)

	RECEIPTS	EXPENDITURES	BALANCES
General Fund	\$3,646,859.79	\$3,229,334.98	\$2,139,871.43
Grants	- 0 -	- 0 -	- 0 -
Capital Projects Fund	947.28	- 0 -	210,191.23
Computer Information	803.23	- 0 -	181,984.02
Fiduciary Fund –Worrallo	107.49	179.66	17,135.56
TOTALS	\$3,648,717.79	\$3,229,514.64	\$2,549,182.24

SEPTEMBER INVESTMENTS: \$1,796,812.79

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

The Records Commission met before the regular meeting.

MOTION 83-09

Mrs. Mismas moved and Mrs. Petruccio seconded that the Board approve the records disposal as presented.

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

COMMITTEE REPORTS

PERSONNEL/FINANCE

MOTION 84-09

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

On roll call, the following vote was cast: 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 85-09

Mrs. Petruccio moved and Mr. Lehtoma seconded that the Board approve the 2009-2010 snow plowing contract with Willoscape Landscaping in the following amounts: Eastlake - \$2,400.00 & salting at \$105.00/application; Willoughby - \$1,165.00 & salting at \$75.00/application; and Willowick - \$2,400.00 and salting at \$105.00/application.

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

DIRECTOR'S REPORT

The PLF distribution was 23% lower for October 2009 as compared to October of 2008.

A former employee of Lake County Cleaning has been charged with the theft of materials from the Willoughby Hills Library.

The management negotiating team has met with our legal counsel in anticipation of the upcoming negotiation of the bargaining unit contract.

Mrs. Williams, Pat and Dave Webster and Elaine Terman attended a "Turning the Page" workshop in Columbus, completely funded by the Bill & Melinda Gates foundation. After completing the evaluation, the library will receive three free computers.

The staff United Way campaign is in full swing and will run for the month of October. The penny war is proving to be an entertaining way to add to contributions.

Our health insurance broker quoted a 29% increase in medical coverage and a 9% increase in

dental for 2010. The broker will investigate other options.

The levy committee met on October 9th. Postcards are being mailed to absentee voters and phone calls are being made. The Speakers Bureau has started their speaking engagements and volunteers are being recruited to work the polls.

The Director and Fiscal Officer distributed copies of plans for the future based on whether or not the levy passes. They are the most accurate estimates based on the information available; the 2008 strategic plan was used as a framework.

Employees of the month were Mollie Burns (Willowick) and Cathy Ellers (Eastlake) The Board would like to conduct staff recognition with a reception prior to the November Board meeting.

OLD BUSINESS

NEW BUSINESS

NEXT REGULAR MEETING, Monday, November 16, 2009, Willowick Library Board Room, 7:00 p.m. Preceded by a Staff Recognition Reception at 6:00 pm.

MOTION 86-09

Mrs. Petruccio moved and Mrs. Mismas seconded that the Board adjourn the meeting at 8:25 p.m.

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