

**STOW-MUNROE FALLS PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**  
**Monday March 21, 2016**

**CALL TO ORDER**

The meeting was called to order at 7:01 pm by Tom Shubert, President.

**PRESENT**

David Renninger, Secretary; Craig Mancuso, Richard Bedell, Tom Shubert, President

**ABSENT**

Sara Drew, Christina Gary, Vice President; Pastor Brad Jagger

**OTHERS PRESENT**

Doug Dotterer, Director; Linda Sutherland, Fiscal Officer

**PUBLIC**

No public comment.

**ACTION ITEMS**

**MOTION NO. 160321-1 APPROVE FEBRUARY 15, 2016 MINUTES**

Renninger moved, Bedell seconded:

RESOLVED: That the Board Minutes of February 15, 2016 regular meeting be accepted and approved.

The roll being called on its adoption, the vote resulted as follows:

AYES: Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

**FINANCE**

**MOTION NO. 160321-2 APPROVE FEBRUARY TREASURER’S REPORT**

Bedell moved, Renninger seconded:

RESOLVED: That the Board of Trustees approves the Treasurer’s Report for February 2016.

MTD BANK REPORT FOR MONTH 2-STOW-MUNROE FALLS PUB LIB

BANK	DESCRIPTION	Begin Mo Bal	MTD Deposit	MTD Withdrawal	MTD Tran In	MTD Tran Out	Balance
1	MAIN CHECKING ACCOUNT	74,582.67	359,794.97	227,930.95	0	0.00	206,446.69
2	PAYROLL CHECKING ACCOUNT	0	0	0		0	0.00
4	BUILDING PROJECT CHECKING ACCT	0	0	0	0	0	0.00
9	IMPREST FUNDS	300.00	0	0	0	0	300.00
20	CERTIFICATES OF DEPOSIT	0	0	0	0	0	0.00
21	STAR OHIO - INVESTMENTS	49,046.21	15.59	0	0.00	-	49,061.80
24	STAR OHIO BLDG - INVESTMENTS	75,210.47	23.91	0	0	0	75,234.38
29	STAR PLUS OHIO - INVESTMENTS	754,455.37	209.46	0	-	-	754,664.83
		<b>953,594.72</b>	<b>360,043.93</b>	<b>227,930.95</b>	<b>0.00</b>	<b>-</b>	<b>1,085,707.70</b>

The roll being called on its adoption, the vote resulted as follows:

AYES: Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

**PROGRAM**

**DIRECTOR’S REPORT**

**MOTION NO. 160321-3 ACCEPT THE DIRECTOR’S REPORT**

Mancuso moved, Renninger seconded:

RESOLVED: That the Board of Trustees accepts the written Director’s report for the months of February/March 2016.

Mr. Dotterer distributed a copy of the 2016 Fast Facts of the Stow-Munroe Falls Public Library. Please see copy attached.

Mr. Dotterer received a phone call from the neighbor (Ms. Petrunia) beside the 1862 Beech Street, Stow, Ohio property. Mr. Dotterer stated she would be dropping by the library on Thursday March 24 after work. Mr. Dotterer stated that he and the Fiscal Officer will be meeting with the neighbor.

The roll being called on its adoption, the vote resulted as follows:

AYES: Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

## **DISCUSSION ITEMS**

There were no discussion items.

## **BOARD COMMITTEES**

### **BUILDING & GROUNDS**

Mr. Shubert stated nothing to report.

### **FINANCE**

Mr. Bedell stated the Finance Committee met prior to the Board meeting to review the revenue and expenditures of 2016. Mr. Bedell stated the Fiscal Officer is working on a new report for Cash Projections.

### **HUMAN RESOURCES**

Mr. Mancuso stated nothing to report.

### **LEGISLATION/RULES**

Mr. Shubert stated nothing to report.

### **LONG RANGE PLANNING**

Mr. Renninger stated the Long Range Planning Committee will be meeting later this year after the parking lot project.

### **TECHNOLOGY**

Mr. Shubert stated nothing to report.

RECORDS COMMISSION

Mr. Shubert stated nothing to report.

**NEW BUSINESS**

**MOTION NO. 160321-4 ACKNOWLEDGE LEAVE OF ABSENCE**

Renninger moved, Mancuso seconded:

RESOLVED: That the Boards of Trustees acknowledges the following:

Gretchen Quinn Maternity Leave to begin approximately April 10, 2016 for six to eight weeks post delivery.

Per Employee Policy #030922-6 Family (Maternity/Paternity)/Medical Leave:

However, an employee may use this leave on an **intermittent basis** or **reduced leave schedule** (i.e., less than a full-time basis), when medically necessary or if the employee is needed to care for a family member with a serious medical condition.

The roll being called on its adoption, the vote resulted as follows:

AYES: Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

**MOTION NO. 160321-5 ADJOURNMENT**

Renninger moved, Mancuso seconded to adjourn the meeting at 7:20pm.

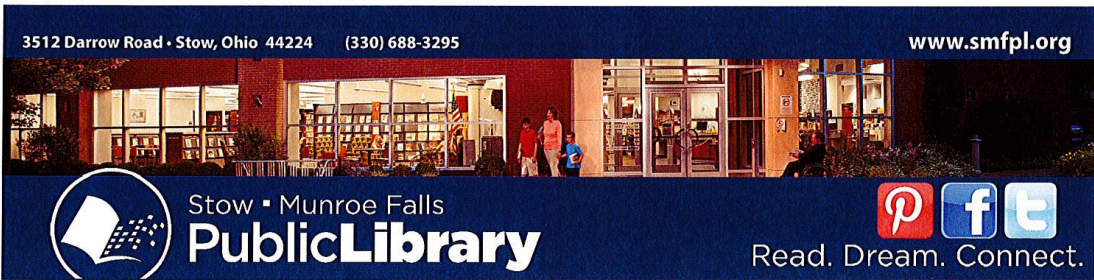
All were in favor.

Motion carried.

Secretary

Board President

Linda Sutherland  
Fiscal Officer



## Fast Facts

### History

The Stow-Munroe Falls Public Library has occupied its current site since 1963. The proposed parking lot expansion would be the first major exterior renovation since 1997. The figures below are a general indicator of the need to increase parking spaces for library patrons.

Program Attendance in 1997 .....	14,497
<b>Program Attendance in 2015 .....</b>	<b>50,158</b>
Parking Spaces in 1997 .....	120
<b>Parking Spaces after expansion .....</b>	<b>149</b>

### Population

Stow & Munroe Falls ..... 40,141

### Facility

Size..... 33,040 Square Feet  
 Library Personnel (Full & Part Time).....56  
 Public Computers.....51

### Statistics (2015)

<b>Circulation</b> (An average of over 20 items per person in Stow and Munroe Falls) .....	<b>810,452</b>
Online Visitors .....	293,141
<b>Visitors (Average visitors per day is 749) ....</b>	<b>273,628</b>
eMedia Downloads.....	83,924
Reference Questions .....	83,706
<b>Total Cardholders .....</b>	<b>68,938</b>
New Cardholders.....	2,861
<b>Program Attendees .....</b>	<b>50,158</b>
New Materials Added.....	16,723
Email Newsletter Subscribers .....	15,900
<b>Outreach.....</b>	<b>11,015</b>
Summer Reading Hours (Kids).....	23,580
<b>Summer Reading Kids</b> (RECORD PARTICIPATION) .....	<b>2,339</b>

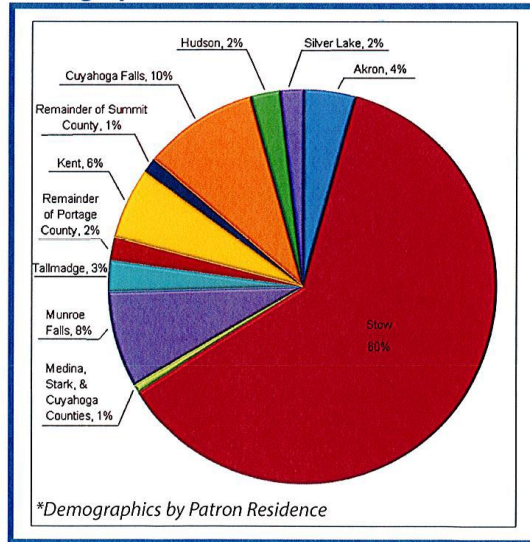
2016

Passport Applications .....	1,368
Computer Classes and Tech Tuesday & Thursday ..	107

### Collection

SearchOhio Materials .....	16,000,000
Books .....	90,700
DVDs & Blu-rays.....	21,594
Music CDs.....	7,667
Audiobooks .....	4,696
Magazines .....	1,336
Other: Puppets, Puzzles, Science Kits, LeapPads, Launchpads, Playways, Videogames & Views .....	2,793

### Demographics of Active Cardholders\*



3-21-2016