

STOW-MUNROE FALLS PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
Monday May 16, 2016

CALL TO ORDER

The meeting was called to order at 7:00pm by President Shubert.

PRESENT

Tom Shubert, President; David Renninger, Secretary; Pastor Brad Jagger, Sara Kline, Craig Mancuso, Rich Bedell, Christina Gary, Vice President

ABSENT

OTHERS PRESENT

Doug Dotterer, Director; Linda Sutherland, Fiscal Officer

PUBLIC

No public.

MINUTES

MOTION NO. 160516-1 APPROVE APRIL 18, 2016 MINUTES

Kline moved, Renninger seconded:

RESOLVED: That the Board Minutes of April 18, 2016 regular meeting be accepted and approved.

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

AYES: Gary, Jagger, Kline, Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

FINANCE

MOTION NO. 160516-2 APPROVE APRIL TREASURER'S REPORT

Jagger moved, Bedell seconded:

RESOLVED: That the Board of Trustees approves the Treasurer's Report for April 2016.

MTD BANK REPORT FOR MONTH 4-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 | 207,870.20 | 532,670.57 | 228,278.07 | 0 | 0.00 | 512,262.70 |
| 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 | 49,080.42 | 19.35 | 0 | 0.00 | - | 49,099.77 |
| 24 | STAR OHIO BLDG - INVESTMENTS | 75,262.93 | 29.67 | 0 | 0 | 0 | 75,292.60 |
| 29 | STAR PLUS OHIO - INVESTMENTS | 754,901.98 | 229.50 | 0 | - | - | 755,131.48 |
| | | 1,087,415.53 | 532,949.09 | 228,278.07 | 0.00 | - | 1,392,086.55 |

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

AYES: Jagger, Kline, Mancuso, Renninger, Bedell, Gary, Shubert

NAYS:

Motion carried.

PROGRAM

DIRECTOR'S REPORT

MOTION NO. 160516-3 ACCEPT THE DIRECTOR'S REPORT

Renninger moved, Mancuso seconded:

RESOLVED: That the Board of Trustees accepts the written Director's report for the months of April and May 2016.

Mr. Dotterer stated the library traded up for a new copier for the Children's Department at a cost of \$108.00 per month with an additional 30,000 free copies.

Mr. Dotterer distributed a spreadsheet depicting the steps to complete the parking lot project. Please see copy attached.

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

AYES: Kline, Mancuso, Renninger, Bedell, Gary, Jagger, Shubert

NAYS:

Motion carried.

DISCUSSION ITEMS

Mrs. Kline asked Mr. Dotterer if the library was still pursuing the toothpaste collection for the Bull Dog bags. Mr. Dotterer stated he would check with Mrs. Malthaner on the status of this project.

BOARD COMMITTEES

BUILDING & GROUNDS

Mrs. Kline stated nothing to report.

FINANCE

Mrs. Gary stated the Finance Committee met prior to the Board Meeting at 6:30pm. Mrs. Gary stated the Health Insurance Premium will be increased by 2.5%; the library had budgeted for a 15% increase which is a savings of approximately \$19,000. The Library will receive three (3) Holiday Premiums from the Health Insurance monthly payments at an additional savings of approximately \$63,000.00. The 2016 budget is looking very good.

Mrs. Gary stated the Finance Committee recommends the following:

MOTION NO. 160516-4 APPROVE INTERFUND TRANSACTIONS

RESOLVED: That the Board of Trustees authorizes the Fiscal Officer to move:

\$22,000 from 101.0.55500 Furniture/equip to 101.0.53310 Building/Grounds
\$ 3,000 from 101.0.55500 Furniture/equip to 101.0.53240 Postage

\$25,500 from 101.0.51610 Hospitalization to 101.0.53710 Professional

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

AYES: Mancuso, Renninger, Bedell, Gary, Jagger, Kline, Shubert

NAYS:

Motion carried.

HUMAN RESOURCES

Mr. Mancuso stated the Human Resources Committee met prior to the Finance Committee to discuss pay increases. Mr. Mancuso stated the Human Resources Committee requested the Fiscal Officer to gather data to check on comparable salary for staff.

Mr. Mancuso stated the Human Resources Committee recommends the following:

MOTION NO. 160516-5 APPROVE PAY RATE INCREASES

RESOLVED: That the Board of Trustees approves a 2 – 4% pay rate increase based on the employee's evaluation score and to be effective Pay 14, 2016.

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

AYES: Mancuso, Renninger, Bedell, Gary, Jagger, Kline, Shubert

NAYS:

Motion carried.

LEGISLATION/RULES

Mrs. Gary stated the Legislation/Rules Committee recommends the following:

MOTION NO. 160516-6 AMEND BY-LAWS – M. GUIDELINES FOR SPEAKERS

RESOLVED: That the Board of Trustees amends the following Board Policy By-Laws to read as follows:

M. Guidelines for Speakers

Comments from the Audience gives citizens an opportunity to bring their concerns before the Stow-Munroe Falls Public Library Board of Trustees. All comments should be directed to the Board. Individuals presenting concerns and/or questions to the Board may not receive complete answers that same evening. The Board will study and consider your concern and will either have a Board member or the Director contact you as soon as the information you require is available.

When you address the Board, please state your name and address and identify the organization, if any, you represent. There is a ~~five (5)~~ **three (3)** minute limit on comments.

Any person, while being heard at a Stow-Munroe Falls Public Library Board of Trustees meeting, may be called to order by the Board President, or any Board member, for failure to be relevant to the business of the Board, for vulgarity or personal attacks on persons or institutions.

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

AYES: Renninger, Bedell, Gary, Jagger, Kline, Mancuso, Shubert

NAYS:

Motion carried.

LONG RANGE PLANNING

Mr. Renninger stated he is planning a Long Range Planning Committee after the parking lot project to discuss what money is available for future projects.

TECHNOLOGY

Mr. Shubert stated he would call a Technology Meeting when Mr. Mancuso is finished with school.

RECORDS COMMISSION

Mr. Shubert stated nothing to report.

NEW BUSINESS

MOTION NO. 160516-7 CANCEL JULY REGULAR BOARD MEETING

Gary moved, Kline seconded:

RESOLVED: That the Board of Trustees cancels the Regular Board Meeting scheduled July 18, 2016.

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

AYES: Bedell, Kline, Gary, Jagger, Mancuso, Renninger, Shubert

NAYS:

Motion carried.

MOTION NO. 160516-8 ADJOURNMENT

Gary moved, Mancuso seconded to adjourn the meeting at 7:40pm

All were in favor.

Motion carried.

Secretary

Board President

Linda Sutherland
Fiscal Officer

