

STOW-MUNROE FALLS PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
Monday November 21, 2011

CALL TO ORDER

The meeting was called to order at 7:02pm by President Renninger.

PRESENT

Rosemary Cannon, Rick Archer, Secretary; Tom Shubert, Vice President; Ron Antal, David Renninger, President; Craig Mancuso

ABSENT

Ken Gessford

OTHERS PRESENT

Doug Dotterer, Director; Linda Sutherland, Fiscal Officer

PUBLIC

Lynn Johnson, practicum student, Kent State University and Barbara Nelson, Assistant Head of Reference Services

Mrs. Nelson demonstrated Freegal music which allows you to get free, downloadable music form the library.

MOTION NO. 111121-1 APPROVE OCTOBER 17, 2011 MINUTES

Mancuso moved, Shubert seconded:

RESOLVED: That the Board Minutes of October 17, 2011 regular board meeting be accepted and approved.

All were in favor.

Motion carried.

MOTION NO. 11121-2 APPROVE OCTOBER 25, 2011 SPECIAL BOARD MINUTES

Shubert moved, Antal seconded:

RESOLVED: That the Board Minutes of October 25, 2011 special board meeting be accepted and approved.

All were in favor.

Motion carried.

FINANCE

MOTION NO. 11121-3 APPROVE OCTOBER TREASURER’S REPORT

Cannon moved, Antal seconded:

RESOLVED: That the Board of Trustees approves the Treasurer’s Report for October 2011.

MTD BANK REPORT FOR MONTH 10-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	397,407.55	204,719.95	207,466.81	0	0.00	394,660.69
2	PAYROLL CHECKING ACCOUNT	0	0	0	0	0	0.00
4	BUILDING PROJECT CHECKING ACCT	0	0	0	0	0	0.00
9	IMPREST FUNDS	300	0	0	0	0	300.00
20	CERTIFICATES OF DEPOSIT	0	0	0	0	0	0.00
21	STAR OHIO - INVESTMENTS	648,501.85	15.48	0	0.00	0	648,517.33
24	STAR OHIO BLDG – INVESTMENTS	274,793.08	6.56	0	0	0	274,799.64
		1,321,002.48	204,741.99	207,466.81	0.00	0.00	1,318,277.66

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

AYES: Mancuso, Shubert, Antal, Archer, Cannon, Renninger,

NAYS:

Motion carried.

CONTRACTS

MOTION NO. 11121-4 APPROVE SERVICE CONTRACTS

Mancuso moved, Archer seconded:

RESOLVED: That the Board of Trustees approves the following:

a) Baker & Taylor Book Leasing \$46,905.60 1/1/12 – 12/31/12

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

AYES: Shubert, Antal, Archer, Cannon, Mancuso, Renninger

NAYS:

Motion carried.

PROGRAM

DIRECTOR'S REPORT

MOTION NO. 11121-5 ACCEPT DIRECTOR'S REPORT

Shubert moved, Cannon seconded:

RESOLVED: That the Board of Trustees accepts the written Director's report for the month of October 2011.

All were in favor.

Motion carried.

DISCUSSION ITEMS

The Library Board of Trustees will meet on January 9, 2012 for the Organization Meeting. The Board of Trustees agreed to meet the third Monday of each month in 2012. Mrs. Sutherland stated she would notify the School Board to ask a member to swear in the 2012 Officers.

BOARD COMMITTEES

BUILDING & GROUNDS

Mr. Renninger stated nothing to report.

FINANCE

Mr. Archer stated the Finance Committee met prior to the Board Meeting at 6:30pm. Mr. Archer stated the Finance Committee reviewed the Budget for 2012. Mr. Archer stated the revenue is down due to the cut in Public Library Funding and Operating Levy Funds. Mr. Archer stated the Library Board will vote on the 2012 Budget at the December meeting.

HUMAN RESOURCES

Mr. Mancuso stated the evaluations for the Director and Fiscal Officer are to be completed and returned to him by November 30, 2011.

LEGISLATION/RULES

Mrs. Cannon stated the Legislation/Rules Committee recommended:

MOTION NO. 111121-6 AMEND FINES AND FEES POLICY

RESOLVED: That the Board of Trustees amends the following Board Policy – Fines and Fees Policy to read as follows:

1	Audiotapes	.15 per day
2	Books	.15 per day
3	CDs	.15 per day
4	CD-ROMs	.75 per day
5	Color Laser Prints	1.00 per page
6	Color Prints	.50 per page
7	Kits	1.00 per day
8	LeapPads	1.00 per day
9	Magazines	.15 per day
10	Microfilm Prints	.15 per page
11	Passport Application	\$25.00 ea
12	Passport Photographs (2)	\$10.00
13	Playaways	.50 per day
14	Prints (Black & White)	.15 per page
15	Public/Staff Copiers	.15 per page
16	Puppets	.15 per day
17	Puzzles	.15 per day
18	Scanning	.10 per scan
19	Videos , DVDs & Video Games	.75 per day

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

AYES: Antal, Archer, Cannon, Mancuso, Shubert, Renninger

NAYS:

Motion carried.

LONG RANGE PLANNING

Mr. Renninger stated the Long Range Planning Committee will meet the 1st quarter of 2012.

TECHNOLOGY

Mr. Shubert stated nothing to report.

RECORDS COMMISSION

Mrs. Cannon stated nothing to report.

NEW BUSINESS

ELECTION OF OFFICERS

Mrs. Cannon stated the Nominating Committee recommended:

MOTION NO. 11121-7 ELECTION OF OFFICERS

RESOLVED: To elect the following officers for 2012:

PRESIDENT – David Renninger
VICE PRESIDENT – Tom Shubert
SECRETARY – Craig Mancuso

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

AYES: Archer, Cannon, Mancuso, Shubert, Antal, Renninger
NAYS:

Motion carried.

MOTION NO. 11121-8 APPROVE OUT OF STATE TRAVEL

Shubert moved, Mancuso seconded:

RESOLVED: That the Board of Trustees approves out of state travel by Doug Dotterer: to Las Vegas, Nevada to attend the “2012 International CES” Conference from January 9 – 12, 2012 at a reasonable expense. (Estimated cost \$2,375.00)

With more than four decades of success, the International Consumer Electronics Show (CES) reaches across global markets, connects the industry and enables CE innovations to grow and thrive.

The International CES is owned and produced by the [Consumer Electronics Association \(CEA\)](#), the preeminent trade association promoting growth in the \$186 billion U.S. consumer technology industry. CEA represents more than 2,000 corporate members involved in the design, development, manufacturing, distribution and integration of consumer electronics products. All profits from CES are reinvested into industry services, including technical training and education, industry promotion, engineering standards development, market research and legislative advocacy.

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

AYES: Cannon, Mancuso, Shubert, Antal, Archer, Renninger
NAYS:

Motion carried.

Mr. Dotterer suggested offering free coffee to the patrons. The Library Board agreed to offer free coffee to the public from 9:00am to noon from Monday to Friday as a trial run for the months of February, March, April and May.

Mr. Dotterer stated an employee caught an individual trying to steal a DVD. The police were called and the employee completed a police report. According to police investigation, there were many DVDs taken from the library. The Library Board of Trustees requested the Director to write a letter informing the family that they were banned from using the library.

MOTION NO. 111121-9 AJOURNMENT

Mancuso moved, Shubert seconded to adjourn the meeting at 8:15pm.

All were in favor.

Motion carried.

Secretary

Board President

Linda Sutherland
Fiscal Officer