

Regular

October 18, 2016

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, October 18, 2016 at Geauga West Library.

Call to order and roll call: President Raymond Rundelli called the meeting to order at 4:04 P.M and the roll call was conducted.

Present: Gordon Burgess, Paul Newman, Kate Pitrone, Raymond Rundelli, Edward Worso – Director, and Cheryl Marks – Fiscal Officer.

Also Present: Kris Carroll, Rachael Hartman, Judi Smith, Linda Yanko, Patrick Jolly, Brigid Novak, and Lori Weber

Excused: Karen Delano, Joshua Hutchinson, Jake Yanchar

Guests: Erwin Leffel, Lisa Havlin, Cara Coe

Swearing in of New Fiscal Officer:

Lisa Havlin was sworn in to take over as Fiscal Officer effective November 1, 2016.

Minutes:

Exhibit 10/16/A

The minutes of the September 20, 2016 regular board meeting and October 3, 2016 special board meeting were approved as presented upon motion by Paul Newman, seconded by Gordon Burgess. The motion passed.

Communications:

Exhibit 10/16/B

In addition to communications included in the board packet:

Burton Library Thank You: Ed Worso received a thank you from Burton Library's director Katie for speaking at their staff day on 10/10/16.

Agenda:

Exhibit 10/16/C

Gordon Burgess made a motion, seconded by Kate Pitrone, to approve the agenda. The motion passed.

Fiscal Officer's Report:

Exhibit 10/16/D

Approval of Disbursements and Gifts:

Exhibit 10/16/E

No Gifts received. Gordon Burgess made a motion, seconded by Kate Pitrone, to approve the Fiscal Officer's Report including disbursements as presented.

Board Meeting Schedule for 2017:

Exhibit 10/16/F

Kate Pitrone made a motion, seconded by Gordon Burgess, to approve the calendar for 2017. Ed Worso mentioned the November date may need to be changed if it affects the Thanksgiving holiday.

Ayes: Burgess, Newman, Pitrone, Rundelli

Nays: None

Cheryl finished her report by thanking the Board for employing her as Fiscal Officer for 8 years, and commended the library system as a whole.

There were no additions to the Fiscal Officer's written report.

Director's Report:

Exhibit 10/16/G

Human Resource Actions:

Exhibit 10/16/H

Paul Newman made a motion, seconded by Gordon Burgess, to approve the Human Resource Actions as presented. The motion passed.

Ayes: Burgess, Newman, Pitrone, Rundelli

Nays: None

Human Resources Coordinator – update:

There are 120 applications currently received. Four interviews are scheduled, one applicant has been contacted, and Ed Worso is awaiting a response. Interviews will begin October 19, 2016. The candidates are impressive – two of those that will be interviewing are Labor Law specialists.

Chardon Renovation

Project is complete. Ed Worso mentioned that Rich deBear (Library Design) handled the project extremely well, and the project went very smoothly.

Administrative Center Parking Lot expansion:

Project has been completed, but punch list items remain - Ed, Patrick and Dale Burrier are working to resolve issues Chagrin Valley Paving.

Planning Priorities Update:

ClevNet/Telephones - phones have been purchased – IT is working with ClevNet to begin installation. Bainbridge network line installation is in process. It is likely the entire GCPL system will be transferred over to VOIP by December 2016.

County Pool Extension Lines – Ed is continuing to discuss options with the county.

Local Manager's Report: Geauga West Library Manager Linda Yanko spoke about the needs for updates and renovations in the Geauga West building and parking lot. She stated that parking has always been a problem, but when presented to the Chesterland Zoning Committee, the issue was turned down, because an expansion of parking would remove green space. Linda mentioned that the building was built in 1989, and is in good condition, however, the office space is lacking. Most managers have to share or borrow in order to have an area that meets needs. The meeting rooms and meeting spaces are currently adequate for the community's needs at present.

Committee Reports:

Ad Hoc Committee: There will be a meeting on Tuesday October 25 to complete site reviews at Newbury, Chardon and Thompson. Geauga West will be evaluated in early November.

Ed Worso and Raymond Rundelli spoke about the creation of a half-mil bond issue. We are awaiting results of the Chardon Schools facilities review.

Unfinished Business: None

New Business:

Discard List:

Exhibit 10/16/I

Paul Newman made a motion, seconded by Kate Pitrone, to approve the disposal of equipment as presented and listed on the October 2016 Discard List. The motion passed.

Ayes: Burgess, Newman, Pitrone, Rundelli, Yanchar

Nays: None

Board Development: None

Foundation report: Ed and Raymond reported that the Foundation gifted the new trailer to GCPL. Cheryl Marks is in the process of obtaining license plates. Lori Weber will get artwork and logos installed on the trailer.

There are currently 6 Board Members. Kris Haskell' title will change from "Executive Director" to "Foundation Administrator" effective immediately. The Foundation will no longer run the Distinguished Speaker event. GCPL will choose the author, venue, activities, and man the event, and GCLF will fund.

Comments from the Public: None

Adjournment: Raymond Rundelli made a motion to adjourn, seconded by Paul Newman. The motion passed and the meeting ended at 4:35 P.M.

Raymond Rundelli, President

Kate Pitrone, Secretary