

Minutes of Regular Board Meeting

December 18, 2018

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, December 18, 2018 at the Administrative Center.

Call to Order and Roll Call: President Kate Pitrone called the meeting to order at 4:00 and the roll call was conducted.

Present: Gordon Burgess, Joshua Hutchinson (arrived at 4:10), Paul Newman, Kate Pitrone, Raymond Rundelli, Jake Yanchar, Ed Worso – Director, Kris Carroll - Assistant Director and Lisa Havlin – Fiscal Officer.

Also Present: Christine Reda, Eric Coulbourne, Lisa Mertel, Lori Weber, Marlene Pelyhes, Mike Pope, Nick Fagan, Patrick Jolly, Rachael Hartman

Guests: Erwin Leffel, Sarah Burgess, Warren Brown, and Beth Brown

Excused: Karen Delano

Approval of Minutes: Exhibit 12/18/A
The minutes of November 20, 2018 Records Commission were approved as amended and the regular November 20, 2018 meeting minutes were approved as presented upon motion by Gordon Burgess, seconded by Raymond Rundelli. The motion passed.

Agenda: Exhibit 12/18/B
Raymond Rundelli made a motion, seconded by Paul Newman, to approve the agenda. The motion passed.

Fiscal Officer's Report: Exhibit 12/18/C
Approval of Disbursements and Gifts Exhibit 12/18/D
Raymond Rundelli made a motion, seconded by Jake Yanchar, to approve the Fiscal Officer's Report including disbursements and gifts as presented. The motion passed.

Ayes: Burgess, Newman, Pitrone, Rundelli, Yanchar
Nays: None

Approval of Resolution #6-18 Exhibit 12/18/E
Gordon Burgess made a motion, seconded by Paul Newman, to approve Resolution #6-18 Request for Advance of Taxes Collected as presented. The motion passed.

Ayes: Burgess, Newman, Pitrone, Rundelli, Yanchar
Nays: None

Minutes of Regular Board Meeting

December 18, 2018

Approval of 2018 End of Year Fund Transfers

Exhibit 12/18/F

Paul Newman made a motion, seconded by Raymond Rundelli, to transfer funds as presented. The motion passed.

Ayes: Burgess, Newman, Pitrone, Rundelli, Yanchar

Nays: None

Approval of 2019 Mileage Reimbursement Rate

Gordon Burgess made a motion, seconded by Jake Yanchar, to approve using the 2019 IRS Mileage Rate for employee reimbursement. The motion passed.

Ayes: Burgess, Newman, Pitrone, Rundelli, Yanchar

Nays: None

Director's Report:

Exhibit 12/18/G

Staff Continuing Education Assistance

Raymond Rundelli made a motion, seconded by Paul Newman, to approve the director's recommendation for Staff Continuing Education Assistance. The motion passed.

- Amber Weinrich (toward MLIS from KSU) \$1108.00
 - LIS 60608-001 The Public Library
 - LIS 60625-001 Lib Mats and Serving Young Children

Ayes: Burgess, Newman, Pitrone, Rundelli, Yanchar

Nays: None

Facilities Additions and Renovations

Ed reported on the status of the Administrative Center library space. New furniture should arrive and Chardon shelving should be installed on December 19. Ed also shared a PowerPoint presentation showing the current renovation and new building plans.

Joshua Hutchinson arrived at the meeting at 4:10 p.m.

Assistant Director's Report:

Exhibit 12/18/H

There were no additions to the Assistant Director's report as presented.

Human Resources Report:

Exhibit 12/18/I

Human Resource Actions

Exhibit 12/18/J

Gordon Burgess made a motion, seconded by Josh Hutchinson, to approve the Human Resource Actions as presented in the board packet. The motion passed.

Ayes: Burgess, Hutchinson, Newman, Pitrone, Rundelli, Yanchar

Nays: None

Minutes of Regular Board Meeting

December 18, 2018

Unfinished Business: None

New Business:

Approval of 2019 Appropriations

Exhibit 12/18/K

Gordon Burgess made a motion, seconded by Raymond Rundelli, to approve the 2019 appropriations as presented. The motion passed.

Ayes: Burgess, Hutchinson, Newman, Pitrone, Rundelli, Yanchar

Nays: None

Discard List

Exhibit 12/18/L

Raymond Rundelli made a motion, seconded by Paul Newman to approve the discard list as presented. The motion passed.

Ayes: Burgess, Hutchinson, Newman, Pitrone, Rundelli, Yanchar

Nays: None

Board Development:

Approval of Nominations for 2019 Officers

Josh Hutchinson made a motion, seconded by Raymond Rundelli, to approve the nominations for 2019 Board Officers as presented. The motion passed.

President: Paul Newman

Vice President: Gordon Burgess

Secretary: Karen Delano

Ayes: Burgess, Hutchinson, Newman, Pitrone, Rundelli, Yanchar

Nays: None

History of GCPL Officers

Exhibit 12/18/M

Foundation report:

The Foundation would like a representative from each Library branch to join the Foundation. Erwin Leffel recently joined the Foundation to represent the Thompson branch. A representative from Middlefield is still needed. The Foundation plans on working with Lakeland Community College's Nonprofit and Public Service Center in 2019 to develop a strategic plan.

Comments from the Public: None

Minutes of Regular Board Meeting

December 18, 2018

Adjourn:

Gordon Burgess made a motion, seconded by Paul Newman to adjourn the meeting. The motion passed and the meeting adjourned at 4:36 p.m. The motion passed.

Kate Pitrone, President

Gordon Burgess, Secretary