

Minutes of Regular Board Meeting

April 16th, 2019

The Gauga County Public Library Board of Trustees met in regular session on Tuesday, April 16th, 2019 at the Administrative Center.

Call to Order and Roll Call: President Paul Newman called the meeting to order at 4:00 P.M. and the roll call was conducted.

Present: Gordon Burgess, Karen Delano (Arrived 4:07), Joshua Hutchinson, Paul Newman, Kate Pitrone, Raymond Rundelli, Ed Worso – Director, Kris Carroll - Assistant Director and Lisa Havlin – Fiscal Officer.

Also Present: Eric Coulbourne, Nick Fagan, Becki Gierman, Rachael Hartman, Patrick Jolly, Robin Kuhlman, Judy Lasco, Lisa Mertel, Marlene Pelyhes, Mike Pope, Christine Reda, and Lori Weber.

Guests: Larry Corbus
Donley's representatives: Pete Dorio, Patrick Canada, Brian Laubscher,
CBLH Representative: Scott Weaver
Perkins and Will Representatives: Derek Jones, Rick Kuhn, Kathryn Taylor

Excused: Jake Yanchar

Approval of Minutes: Exhibit 04/19/A
The minutes of the regular March 19th, 2019 meeting were approved as presented upon motion by Kate Pitrone, seconded by Gordon Burgess.
The motion passed.

Communications: None

Agenda: Exhibit 04/19/B
Raymond Rundelli made a motion, seconded by Gordon Burgess, to approve the agenda as amended to include 13F *Approval of the Teltron Contract* and moving *Approval of the 2019 April Discard List* to 13G.
The motion passed.

Fiscal Officer's Report: Exhibit 04/19/C
Approval of Disbursements and Gifts Exhibit 04/19/D
Gordon Burgess made a motion, seconded by Kate Pitrone, to approve the Fiscal Officer's Report including disbursements and gifts as presented.
The motion passed.

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

Financial Disaster Recovery Plan Exhibit 04/19/E
Fiscal Officer, Lisa Havlin, shared the Financial Recovery Plan with the Board.

Karen Delano arrived at the meeting at 4:07 p.m.

Director's Report: Exhibit 04/19/F
There were no additions to the Director's report as presented.

Assistant Director's Report: Exhibit 04/19/G
There were no additions to the Assistant Director's report as presented.

Human Resources Report: Exhibit 04/19/H
Human Resource Actions Exhibit 04/19/I
Gordon Burgess made a motion, seconded by Raymond Rundelli, to approve the Human Resource Actions as presented in the board packet.
The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Pitrone, Rundelli
Nays: None

Approval of Retirement Gift
Gordon Burgess made a motion, seconded by Joshua Hutchinson, to approve a retirement gift in the amount of \$100 to Diane Novish.
The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Pitrone, Rundelli
Nays: None

Committee Reports:

Ad Hoc Facilities

Approval of 100% Design Development for Thompson Site Exhibit 04/19/J
Following a presentation by CBLH, Donley's, and Perkins & Will representatives, Kate Pitrone made a motion, seconded by Joshua Hutchinson, to approve the move from design development and into the construction documents phase for the Thompson site.
The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Pitrone, Rundelli
Nays: None

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Personnel Committee

Approval of Community Relations Coordinator Position

Exhibit 04/19/K

Raymond Rundelli made a motion, seconded by Joshua Hutchinson, to approve the addition of a Community Relations Coordinator Position as presented.

The motion passed.

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

Nays: None

Approval of Personnel Policy #270 - Job Classifications

Exhibit 04/19/L

Gordon Burgess made a motion, seconded by Joshua Hutchinson, to approve the Personnel Policy #270-Job Classifications to reflect the addition of the new position as presented.

The motion passed.

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

Nays: None

Unfinished Business: None

New Business:

Approval of the Recommendation for Term Renewal

Exhibit 04/19/M

Joshua Hutchinson made a motion, seconded by Kate Pitrone, to approve the recommendation of Gordon Burgess to the Geauga County Commissioners to be reappointed to another term as library board trustee.

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Yanchar

Nays: None

Abstain: Burgess

Approval of PLF Distribution Agreement

Exhibit 04/19/N

Joshua Hutchinson made a motion, seconded by Gordon Burgess, to approve the changes to the PLF distribution agreement as recommended by the Geauga County Budget Commission as presented.

The motion passed.

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

Nays: None

Approval of Memorandum of Understanding

Exhibit 04/19/O

Paul Newman made a motion, seconded by Raymond Rundelli, to approve an amended memorandum of understanding between the Geauga County Public Library and the Geauga County Foundation. Mr. Newman requested the third bullet point under Fund Raising should have revised language that reads:

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GCPL designates GCLF as the repository of private gifts made in support of GCPL unless otherwise specified by the donor or GCPL.

The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Pitrone, Rundelli
Nays: None

Approval of Cummins Contract

Exhibit 04/19/P

Gordon Burgess made a motion, seconded by Raymond Rundelli, to approve a 3 year contract with Cummins Sales and Service for planned maintenance for the Administrative Center generator as presented.

The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Pitrone, Rundelli
Nays: None

Approval of Everstream Contract

Exhibit 04/19/Q

Gordon Burgess made a motion, seconded by Kate Pitrone, to approve a 5 year contract with Everstream to provide internet service between the Administrative Center and the new Bainbridge and Thompson Buildings as presented.

The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Pitrone, Rundelli
Nays: None

Approval of the Teltron Contract

Exhibit 04/19/R

Gordon Burgess made a motion, seconded by Karen Delano, to approve the Teltron Contract to install network cabling at the new Bainbridge and Thompson Building Sites as presented at the board meeting.

The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Pitrone, Rundelli
Nays: None

Approval of the April 2019 Discard List

Exhibit 04/19/S

Raymond Rundelli made a motion, seconded by Gordon Burgess, to approve the disposal of equipment as presented on the April 2019 Discard List.

The motion passed.

Ayes: Burgess, Delano, Hutchinson, Newman, Pitrone, Rundelli
Nays: None

Board Development: None

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Foundation report:

Gordon Burgess reported that the Foundation Board will begin strategic planning at the next meeting and the GCPL Trustees are invited to attend if interested.

Comments from the Public: None

Adjourn:

Gordon Burgess made a motion, seconded by Raymond Rundelli, to adjourn the meeting. The motion passed and the meeting adjourned at 5:36 P.M.

Paul A. Newman, President

Karen Delano, Secretary