

Budget Hearing

May 16

2017

The Geauga County Public Library Board of Trustees budget hearing was convened on Tuesday May 16, 2017 at the Bainbridge Library.

Call to order and roll call: President Jake Yanchar called the board meeting to order at 4:00 P.M. and the roll call was conducted.

Present: Gordon Burgess, Karen Delano, Josh Hutchinson, Paul Newman, Raymond Rundelli, Jake Yanchar, Ed Worso – Director, Kris Carroll- Assistant Director, and Lisa Havlin – Fiscal Officer.

Excused: Kate Pitrone

Also Present: Eric Coulbourne, Rachael Hartman, David Newyear, Brigid Novak, Mike Pope, Linda Yanko, and Lori Weber, Emily Petsche, Patrick Culliton

Guests: Erwin Leffel

Public Comment on Proposed Appropriations: None

Adjourn: Joshua Hutchinson made a motion, seconded by Paul Newman, to adjourn the Budget Hearing. The motion passed and the hearing ended at 4:03.

Jake Yanchar, President

Paul A. Newman, Secretary

Regular

May 16

2017

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, May 16, 2017 at Bainbridge Library.

Call to order and roll call: President Jake Yanchar called the board meeting to order at 4:04 P.M. and the roll call was conducted.

Present: Gordon Burgess, Karen Delano, Josh Hutchinson, Paul Newman, Kate Pitrone (arrived 4:04), Raymond Rundelli, Jake Yanchar, Ed Worso – Director, Kris Carroll- Assistant Director, and Lisa Havlin – Fiscal Officer.

Also Present: Eric Coulbourne, Rachael Hartman, David Newyear, Brigid Novak, Mike Pope, Linda Yanko, and Lori Weber, Emily Petsche, Patrick Culliton

Guests: Erwin Leffel

Minutes: Exhibit 05/17A
The minutes of the April 25, 2017 regular meetings were approved as presented upon motion by Gordon Burgess, seconded by Paul Newman. Motion passed.

Communications: Exhibit 05/17B
In addition to the Communications included in the board packet, Ed shared a thank you note sent to Chardon Library.

Agenda: Exhibit 05/17C
Paul Newman made a motion, seconded by Kate Pitrone, to approve the agenda with the change for Lori Weber to present the Local Manager's report rather than Eric Coulbourne. The motion passed.

Fiscal Officer's Report: Exhibit 05/17D
Approval of disbursements and gifts: Exhibit 05/17E
Gordon Burgess made a motion, seconded by Paul Newman, to approve the Fiscal Officer's Report including disbursements and gifts as presented. The motion passed.

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

Resolution No. 2-17 Advance Tax Collection: Exhibit 05/17F
Raymond Rundelli made a motion, seconded by Paul Newman, to approve Resolution Number 2-17 Request for Advance of Taxes Collected as requested by the Fiscal Officer. The motion passed.

Employee Medical Insurance: No Additions to the notes distributed in the board packet.

Property Insurance: No Additions to the notes distributed in the board packet.

Director's Report: Exhibit 05/17G

Facilities and Planning: No additions to the notes distributed in the board packet.

Miscellaneous: No additions to the notes distributed in the board packet.

Assistant Director's Report: Exhibit 05/17H

Public Services: No Additions to the notes distributed in the board packet.

IT: No Additions to the notes distributed in the board packet.

Statistics: No Additions to the notes distributed in the board packet.

Human Resources report: Exhibit 05/17I

Human Resource Actions: Exhibit 05/17J

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

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

Nays: None

Local Managers Report: Lori Weber previewed the new website design.

Committee Reports:

Ad Hoc Facilities Review: Exhibit 05/17K

No Additions to the notes distributed in the board packet.

Personnel Committee Report: Exhibit 05/17L

Ed Worso and Personnel Committee Chair presented recommendations for the Board to consider as follows:

Personnel Policy #722 Exhibit 05/17M

Gordon Burgess made a motion, seconded by Josh Hutchinson, to approve changes to Policy 722 as presented. The motion passed.

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

Nays: None

Job Description updates Exhibit 05/17N

Raymond Rundelli made a motion, seconded by Josh Hutchinson, to approve changes to job descriptions as presented. The motion passed.

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

Nays: None

Salary Increases Exhibit 05/17O

Josh Hutchinson made a motion, seconded by Raymond Rundelli, to approve recommended employee raises as presented. The motion passed.

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

Merit Payments

Exhibit 05/17P

Raymond Rundelli made a motion, seconded by Josh Hutchinson, to approve recommended merit pay as presented. The motion passed.

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

Unfinished Business: None

New Business:

Stifel pre-engagement letter:

Exhibit 05/17Q

No additions to the notes distributed in the board packet.

Bricker & Eckler contract:

Exhibit 05/17R

Joshua Hutchinson made a motion, seconded by Kate Pitrone, to approve the contract to retain Jack Rosati, Jr. of Bricker and Eckler for construction services. The motion passed.

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

Paycor Payroll System:

Exhibit 05/17S

Raymond Rundelli made a motion, seconded by Paul Newman, to approve the contract from Paycor for automated payroll system. The motion passed.

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

Approval of 2018 Tax Budget:

Exhibit 05/17T

Paul Newman made a motion, seconded by Josh Hutchinson, to approve the 2018 budget as presented. The motion passed.

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

Contract with Berkshire School District for Library services:

Exhibit 05/17U

Gordon Burgess made a motion, seconded by Kate Pitone, to approve the contract with Berkshire School District as presented. The motion passed.

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

Board Development: None

Foundation report: None

Comments from the Public: None.

Adjourn: Gordon Burgess made a motion, seconded by Josh Hutchinson, to adjourn. The motion passed and the meeting ended at 5:12 P.M.

Jake Yanchar, President

Paul A. Newman, Secretary