

Regular

March 21

2017

The Geauga County Public Library Board of Trustees met for the regular board meeting on Tuesday March 21, 2017 at the Geauga West Library.

Call to order and roll call: President Kate Pitrone called the board meeting to order at 4:02 P.M. and the roll call was conducted.

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

Excused: Josh Hutchinson, and Jake Yanchar

Also Present: Rachael Hartman, Patrick Jolly, Brigid Novak, Mike Pope, Linda Yanko, and Lori Weber

Guest: Erwin Leffel.

Minutes: Exhibit 03/17/A
The minutes of the February 21, 2017 regular meetings were approved as presented upon motion by Gordon Burgess, seconded by Paul Newman. Motion passed.

Communications: Exhibit 03/17/B
There were no additions to the Communications included in the board packets.

Agenda: Exhibit 03/17/C
Paul Newman made a motion, seconded by Gordon Burgess, to approve the agenda. The motion passed.

Fiscal Officer's Report: Exhibit 03/17/D
Approval of disbursements and gifts: Exhibit 03/17/E
Raymond Rundelli made a motion, seconded by Gordon Burgess, to approve the Fiscal Officer's Report including disbursements and gifts as presented. The motion passed.

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

Director's Report: Exhibit 03/17/F
In addition to his written report:
OLC Legislative Day: Ed Worso updated the Board on changes to the format of Legislative Day.
Facilities Planning - Update: Exhibit 03/17/G
No additions to the notes distributed in the board packet.

Strategic Planning session: 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 03/17/H

Kris Carroll announced Judi Smith's, Manager of Chardon Branch, retirement and thanked her for nine and a half years of service.

Gordon Burgess made a motion, seconded by Paul Newman, to approve a retirement gift at the traditional amount for Chardon Branch Manager Judi Smith who is retiring March 31, 2017. The motion passed.

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

Nays: None

Human Resources report:

Exhibit 03/17/I

Personnel Policy 230:

Exhibit 03/17/J

Gordon Burgess made a motion, seconded by Raymond Rundelli, to approve revisions to the Personnel Policy 230. The motion passed.

Ayes: Burgess, Delano, Pitrone, Rundelli,

Nays: Newman

Personnel Policy 270:

Exhibit 03/17/K

Paul Newman made a motion, seconded by Gordon Burgess, to approve the revisions to the Personnel Policy 270. The motion passed.

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

Nays: None

Human Resource Actions:

Exhibit 03/17/L

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

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

Nays: None

Updated organizational chart:

Exhibit 03/17/M

Gordon Burgess made a motion, seconded by Paul Newman, to approve the updates to the organization chart as presented. The motion passed.

Local Managers Report: Geauga West Manager Linda Yanko updated the Board on the Foundation mini-golf event. The event was well attended and many patrons offered positive feedback.

Committee Reports:

Ad Hoc Facilities Committee

Exhibit 03/17/N

Ed Worso presented the recommendation of the Ad Hoc Facilities Committee to authorize the director and fiscal officer to bid on property in Thompson up for sheriff's auction on March 30. Since the committee met more information had been learned. When Ed contacted the

county prosecutor he was told that the library could be liable for any back taxes on property acquired at auction. Ed also learned that a Phase 1 Environmental Site assessment had recently been completed for the Thompson Township Trustees. After much discussion, the board declined to follow the recommendation of the Committee.

Phase I Environmental Study

Exhibit 03/17 O

Paul Newman made a motion, seconded by Gordon Burgess, to engage Partners, an Environmental Engineering & Surveying Firm for completion of a phase I environmental study if the results of the Township Trustees' study could not be acquired. The motion passed.

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

Unfinished Business: None

New Business:

Bond Reimbursement Resolution:

Exhibit 03/17 P

Paul Newman made a motion seconded by Gordon Burgess, to approve the resolution as presented – The motion passed.

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

Items for discard:

Exhibit 03/21/Q

Gordon Burgess made a motion, seconded by Raymond Rundelli, to approve the disposal of equipment as listed on the Discard List dated March 2017. The motion passed.

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

Board Development: None

Foundation report: The Foundation board meets at 4:30 P.M. on April 11, 2017.

Comments from the Public: None.

Adjournment: Paul Newman made a motion to adjourn, seconded by Gordon Burgess. The motion passed and the meeting ended at 5:06 P.M.

Kate Pitrone, Vice-President

Paul Newman, Secretary