

Regular

September 19

2017

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, September 19, 2017 at the Newbury Library Station.

Call to Order and Roll Call: President Jake Yanchar called the meeting to order at 4:00 PM and the roll call was conducted.

Present: Gordon Burgess, Joshua Hutchinson (4:02), Paul Newman, Kate Pitrone, Raymond Rundelli, Jake Yanchar, Kris Carroll - Assistant Director and Lisa Havlin – Fiscal Officer.

Also Present: Nick Fagan, Rachael Hartman, Patrick Jolly, Judy Lasco, Mike Pope, Jr., Chris Reda, Lori Weber, Linda Yanko,

Excused: Karen Delano

Guests: Erwin Leffel,

Minutes: Exhibit 09/17A

The minutes of August 15, 2017 regular meeting were approved as presented upon motion by Gordon Burges, seconded by Kate Pitrone. The motion passed.

Communications: Exhibit 09/17B

There were no additions to the communications presented in the board packets

Agenda: Exhibit 09/17C

Paul Newman made a motion, seconded by Gordon Burgess, to approve the agenda with the removal of item #10, Local Manger's report. The motion passed.

Fiscal Officer's Report: Exhibit 09/17D

Approval of Disbursements and Gifts: Exhibit 09/17E

Raymond Rundelli 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, Newman, Pitrone, Rundelli, Yanchar

Nays: None

Approval to Move Funds:

Paul Newman made a motion, seconded by Raymond Rundelli, to approve the Fiscal Officer's request to move \$20,000 form account 54110 Books to account 53815 Outsourced Processing. The motion passed

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

Nays: None

Approval to Discontinue Accepting Credit Cards:

Paul Newman made a motion, seconded by Kate Pitrone to discontinue accepting credit cards at system libraries. Staff will be instruct patrons how to use a credit card to pay account balances through Clevnet. The motion passed

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

Nays: None

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

Director's Report:

Exhibit 09/17F

Thompson Property Update:

Exhibit 09/17G

Board members discussed possible next steps to work with the Thompson Township Ledges Park Commission Board to acquire property in Thompson to construct a branch library. Members concurred that Director Ed Worso should attempt to set up a meeting that includes the Park Commission Board, Thompson Township Trustees, and Library Board Trustees to discuss the matter.

Bond Issue Committee Report

In addition to the notes in his report, Ed informed the board that Kate Pitrone and Joshua Hutchinson are now members of the PAC, Geauga Citizens Preserving Libraries.

There were no additions to the Director's written report.

Assistant Director's Report:

Exhibit 09/17H

There were no additions to the Assistant Director's Report

Human Resources Report:

Exhibit 09/17I

Human Resource Actions:

Exhibit 09/17J

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

Organizational Chart 141 & 142

Exhibit 09/17K

Josh Hutchinson made a motion, seconded by Kate Pitrone to approve the recommended changes to the Organizational Chart.

Committee Reports: None

New Business:

Items for Discard:

Exhibit 09/17L

Gordon Burgess made a motion, seconded by Kate Pitrone, to approve the disposal of equipment as presented and listed on the August 2017 Discard List. The motion passed.

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

Nays: None

Unfinished Business: None.

Board Development:

Exhibit 09/17M

Fiscal Officer Lisa Havlin shared a financial report with the Board that detailed past spending trends, a five-year projection and recommendations to control expenditures and increase revenue.

Foundation report: None

Comments from the Public: None.

Executive Session:

Raymond Rundelli made a motion, seconded by Kate Pitrone to enter executive session for discussion of dismissal of a public employee. The motion passed.

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

Nays: None

Adjourn: Raymond Rundelli made a motion to adjourn, seconded by Josh Hutchinson. The motion passed and the meeting ended at 5:30 PM.

Jake Yanchar, President

Paul A. Newman, Secretary