

Regular

June 19

2018

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, June 19, 2018 at the Middlefield Branch.

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

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

Also Present: Chris Reda, Eric Coulbourne, Judy Lasco, Marlene Pelyhes, Patrick Jolly, Mike Pope, Rachael Hartman, Lisa Mertel, Nick Fagan.

Guests: Geauga County Commissioner Skip Claypool, Erwin Leffell, Adam O'Brien, Dave Meehan, John Karlovec

Minutes: Exhibit 06/18/A
The minutes of the May 15th budget meeting and regular meeting were approved upon motion by Gordon Burgess, seconded by Paul Newman. The motion passed.

Communications: Exhibit 06/18/B
There were no additions to the communication included in the board packet

Agenda: Exhibit 06/18/C
Paul Newman made a motion, seconded by Jake Yanchar to approve the agenda. The motion passed.

Fiscal Officer's Report: Exhibit 06/18/D
Approval of Disbursements and Gifts Exhibit 06/18/E
Paul Newman made a motion, seconded by Josh Hutchinson, to approve the monthly disbursements and gifts as presented. The motion passed.

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

Approval to add account to track bond interest and cost of issuance
Paul Newman made a motion, seconded by Josh Hutchinson to approve addition of the account to track bond interest and cost of issuance. The motion passed.

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

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Approval of Fund Transfer

Exhibit 06/18/F

Paul Newman made a motion, seconded by Josh Hutchinson to approve Resolution 04-18, to transfer monies from the Debt Service Fund to the General Fund, as presented. The motion passed.

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

Approval of Amended Appropriations

Exhibit 06/18/G

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

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

Approval of Account Transfers

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

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

Approval of Local Government Services Contract

Exhibit 06/18/H

Gordon Burgess made a motion, seconded by Jake Yanchar to approve Resolution 05-18, to engage the Auditor of State's Local Government Services to prepare 2018 and 2019 financial statements as presented. The motion passed.

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

2017 Note Retirement

Ms. Havlin reported that the Bond Anticipation Notes from December 2017 will be paid off June 28, 2018 with the proceeds from the 2018 Series B issuance.

2019 Budget Hearing

Lisa reminded the Board that the Geauga County Budget Commission's 2019 Hearing will be held Tuesday, August 14, 2018 at the Geauga Auditor's Office, 231 Main Street, Chardon.

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Director's Report:

Exhibit 06/18/I

Approval of Staff Education Assistance

Paul Newman made a motion, seconded by Jake Yanchar to approve Staff Education Assistance requests for Amber Weinrich and Grant Mastropieri. The motion passed.

Amber Weinrich (toward MLIS from Kent State University)	\$397.75
• LIS 60040 Information Institutions and Professions	
Grant Mastropieri (toward undergrad at CSU)	\$1567.00
• ASC 101 Intro to university life	
• ENG 102 College writing II	
• FMA 103 Intro to screen performance	
• FMA 141 Analysis of film language	
• FMA 142 History of film	
• MTH 116 Foundations of quantitative literacy	

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

Approval of FOTI and IAP change order

Exhibit 06/18/J

Josh Hutchinson made a motion, seconded by Gordon Burgess to approve the change order as presented. The motion passed.

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

Approval of proposal by Stephen Hovancsek and Assoc.

Exhibit 06/18/K

Paul Newman made a motion, seconded by Jake Yanchar to approve the proposal to provide surveying and mapping services for the Bainbridge and Thompson properties as presented. The motion passed.

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

CBLH, Perkins & Will meeting minutes

Exhibit 06/18/L

Ed shared minutes from the design meeting that took place May 1, 2018

Approval of consulting agreement with Corbus Library Consultants

Exhibit 06/18/M

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

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

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*Geauga County Commissioners' request
Records Request*

Exhibit 06/18/N

Exhibit 06/18O

Ed discussed several meetings with county commissioners, department on aging, and county engineers to look at possible uses for the Bainbridge building that is planned to be demolished when construction of a new Bainbridge library building is complete. A records request was received for copies of records pertaining to these discussions.

Assistant Director's Report:

Exhibit 06/18/P

There were no additions to the report presented in the board packets.

Human Resources Report:

Exhibit 06/18/Q

Human Resource Actions

Exhibit 06/18/R

Josh Hutchinson made a motion, seconded by Gordon Burgess, to approve the Human Resource Actions, with the addition of retirement gifts. The motion passed.

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

Nays: None

Personnel Policy Updates – 630 FMLA

Exhibit 06/18/S

Gordon Burgess made a motion, seconded by Josh Hutchinson to approve the revision to Personnel Policy 630 FMLA as presented. The motion passed.

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

Nays: None

Benefit Update – OPERS Life Insurance

Gordon Burgess made a motion, seconded by Jake Yanchar to approve the OPERS Life Insurance offered to employees as presented. The motion passed.

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

Nays: None

Local Manager Report:

Mobile Services Manager, Nick Fagan reported on the new Bookmobile and the patron responses. He also updated on the FunBus Bookmobile cooperative programming with United Way. The Fun Bus will participate in a program called Reading and Feeding. Women United, a group from United Way will prepare meals and snacks that will be handed out at selected Fun Bus stops. Mobile Services is also collaborating with Home Delivered Meals to deliver library materials to seniors along with the meals they currently deliver.

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Committee Reports:

CMr Selection Committee

Approval to begin contract negotiations with Donley's

Exhibit 05/18/T

Josh Hutchinson made a motion, seconded by Gordon Burgess, to approve the recommendation of the CMr Selection Committee to enter into contract negotiations with Donley's for construction manager at risk services. The motion passed.

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

New Business:

Geauga County Commissioners

Geauga County Commissioner Skip Claypool addressed the board regarding an alternative use for the existing Bainbridge facility. There was discussion and the board will consider the matter.

Discard List

Exhibit 06/18/U

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

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

Board Development: None

Foundation:

June's meeting was postponed due to the Community Conversations.

Executive Session:

Gordon Burgess made a motion, seconded by Raymond Rundelli to move to Executive Session to discuss compensation of public employees. The motion passed.

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

Executive session commenced at 4:45pm. The board returned to the regular meeting at 5:18pm.

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Adjournment: Raymond Rundelli made a motion, seconded by Jake Yanchar, to adjourn the meeting. The motion passed and the meeting adjourned at 5:19pm.

Kate Pitrone, President

Gordon Burgess, Secretary