

Minutes of Regular Board Meeting

August 27, 2019

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, August 27, 2019 at the Newbury Branch.

Call to Order and Roll Call: President Paul Newman called the meeting to order at 3:59 and the roll call was conducted.

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

Also Present: Kevin Barton, Eric Coulbourne, Patrick Culliton, Katy Farrell, Becki Gierman, Rachael Hartman, Patrick Jolly, Lisa Mertel, Marlene Pelyhes, Mike Pope, and Chris Reda

Guests: Larry Corbus
Donley’s representatives: Pete Dorio, Patrick Canada, Brian Laubscher,
CBLH Representative: Scott Weaver
R. Strategy Representative: Mike Thomas

Swearing in New Board Trustee:

Paul Newman swore in new Board Trustee, Larry Pitorak.

Approval of Minutes:

Exhibit 08/19/A

The minutes of the regular July board meeting were approved as presented upon motion by Josh Hutchinson, seconded by Kate Pitrone.

The motion passed.

Communications:

Exhibit 08/19/B

There were no additions to communications presented in the board packet.

Agenda:

Exhibit 08/19/C

Raymond Rundelli made a motion, seconded by Jake Yanchar, to approve the agenda.

The motion passed.

Fiscal Officer’s Report:

Exhibit 08/19/D

Approval of Disbursements and Gifts

Exhibit 08/19/E

Raymond Rundelli made a motion, seconded by Kate Pitrone, to approve the Fiscal Officer’s Report including disbursements and gifts as presented in the board packet.

The motion passed.

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

Nays: None

Director’s Report:

Exhibit 08/19/F

Approval of Tuition Reimbursement Request

Karen Delano made a motion, seconded by Raymond Rundelli, to approve the following tuition reimbursement requests:

Amber Weinrich toward MLIS from KSU

- LIS 60629 Engaging School Age Children \$1108.00

Lynn Vandevort toward MLIS from KSU

- LIS 60030 People in the Information Ecology \$ 555.25

The motion passed.

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

Nays: None

Minutes of Regular Board Meeting

August 27, 2019

Assistant Director's Report:

Exhibit 08/19/G

There were no additions to the Assistant Director's report as presented in the board packet.

Human Resources Report:

Exhibit 08/19/H

Human Resource Actions

Exhibit 08/19/I

Raymond Rundelli made a motion, seconded by Josh Hutchinson, to approve the Human Resource Actions as presented in the board packet.

The motion passed.

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

Nays: None

Local Manager's Report: None

Committee Reports:

Exhibit 08/19/J

Ad Hoc Facilities

Approval of GMP #2 (New Buildings)

Exhibit 08/19/K

As presented by Donley's at the meeting, Raymond Rundelli made a motion, seconded by Josh Hutchinson, to approve the Guaranteed Maximum Price figures for new buildings at Bainbridge and Thompson branches as presented in the board packet.

The motion passed.

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

Nays: None

Approval of Renovation Furniture Package

Exhibit 08/19/L

As presented by Ed Worso at the meeting, Kate Pitrone made a motion, seconded by Josh Hutchinson, to approve the furniture package for the Geauga West and Middlefield Branches as presented in the board packet.

The motion passed.

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

Nays: None

Abstain: Larry Pitorak

Unfinished Business: None

New Business:

Mike Thomas from R. Strategy discussed the marketing audit that his company is completing for Geauga County Public Library. He has reached out to board members for their input. After the audit is complete, R. Strategy will provide recommendations for improvement and implementation.

Approval of Discard List

Exhibit 08/19/M

Raymond Rundelli made a motion, seconded by Josh Hutchinson to approve the August discard list as presented in the board packet.

The motion passed.

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

Nays: None

Approval of Board Officers

Raymond Rundelli made a motion, seconded by Kate Pitrone, to approve the appointments of Karen Delano as Vice President and Josh Hutchinson as Secretary of the Library Board.

The motion passed.

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

Nays: None

Minutes of Regular Board Meeting

August 27, 2019

Approval of Moving the Date of the September Board Meeting

Kate Pitrone made a motion, seconded by Josh Hutchinson, to approve moving the September 17th, 2019 board meeting to September 24th, 2019.

The motion passed.

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

Nays: None

Board Development: None

Foundation report:

Becki Gierman reported that the Foundation's strategic plan is complete. The final preparations are almost complete on the Administrative Center Grand Opening which is on September 10th and the Foundation is planning a 30th Anniversary celebration on Wednesday, September 25th at Punderson.

Comments from the Public: None

Adjourn:

Josh Hutchinson made a motion, seconded by Raymond Rundelli, to adjourn the meeting. The motion passed and the meeting adjourned at 4:55 P.M.

Paul A. Newman, President

Josh Hutchinson, Secretary