

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

August 13, 2012 Regular

President Alexander called to order the regular meeting of the Amherst Public Library Board of Trustees at 6:00 p.m. Roll call: Marilyn Jenne, Dennis Clotz, Walter McDowell, Jim Yorks, Judy Alexander, Nate Woodward and Laura Dulmage were present. Also present were Don Dovala, Library Administrator, Sharon Vollmer, from Friends of the Library, Jerry Innes, Lorain County Assistant Prosecuting Attorney, and Benjamin Davey, Lorain County Assistant Prosecuting Attorney. Absent was Fiscal Officer, Kathi Blakey, who was attending a conference that was paid for by the Library.

McDowell moved, seconded by Jenne, to accept Resolution # R-12-8-1, to go into executive session to at 6:05 p.m. to discuss a possible legal action. Roll call vote: Jenne, Clotz, McDowell, Woodward, Yorks, Alexander, and Dulmage vote AYE.

MOTION PASSED

At 6:55 p.m. the Board returned to regular session when Jenne moved and Clotz seconded for the board to return to regular session. Jenne, Clotz, McDowell, Yorks, Alexander, Woodward and Dulmage all voted "yes."

MOTION PASSED

McDowell moved, seconded by Clotz, to accept Resolution # R-12-8-2, to approve the minutes of July 9, 2012. All present voted in favor.

MOTION PASSED

Fiscal Officer Blakey was not present, but Dovala reported that the audit has concluded and that there were no findings. The board expressed its pleasure at the excellent report.

McDowell moved, seconded by Jenne, to accept Resolution # \$ 12-8-3, accepting the financial reports for July 2012. All present voted in favor.

MOTION PASSED

McDowell moved, seconded by Jenne, to accept Resolution # R-12-8-4, instructing the Fiscal Officer to create a budget item for the purposes of covering litigation costs. All present voted in favor.

MOTION PASSED

OLD BUSINESS

Dovala reported that the fence painting had been completed and that the fence looks very good. He indicated that much of the work had been done by hand. McDowell thanked Dovala for his attention to the project that had resulted in the savings of \$30,000 to the board.

Work on the rock façade began August 13, 2012. The remodeling work will begin around the September 1, 2012. Arrangements will be made to avoid as much work for the staff as possible.

LIBRARY ADMINISTRATOR'S REPORT

Dovala reported that the staff surveys had been collected.

Ease@work completed a workshop and will be returning on October 8th for additional attention to the topic social styles in the workplace. The fire department will also be part of the training that day in dealing with safety issues.

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Dovala also reported on additional details of the Lloyd renovation project. Room capacity will be from 100-142 depending on seating and tables.

Sarah Schmitkons will be supervising shelving and will also be working at the reference. Substitutes will be permitted to move to a variety of positions in order to allow an increase of hours for those interested and to allow for staffing flexibility for the Library. Ralene Linneman will be moving from Ohio and has agreed to work as a substitute starting in September.

GIFTS AND CORRESPONDENCE

Yorks moved, seconded by Jenne, to accept Resolution # R-12-8-5, accepting the following gifts:

In memory of Nell Robinson for the Endowment Fund:

\$20 from May Poor

\$25 from Gerald & Barbara Gatten

\$15 from Marjorie Marshall

\$25 from Emily Miskal

\$25 from Marcus & Mary Camp

\$25 from David & Dorothy Kitchen

\$50 from George & Doris Schuman

\$100 from Ralph & Karen Robinson

\$25 from Rose Ann Jerome

\$50 from Jane Hunker

\$40 from Laura Desmond

All present were in favor.

MOTION PASSED

NEW BUSINESS

The impact of the survey was discussed and plans are to compare this response to previous surveys at the next meeting. McDowell mentioned that the board can look at trends.

The Board will complete a Trustee Self-Evaluation and a Board Evaluation with results to be discussed at the next meeting.

COMMITTEE REPORTS

BUILDING & GROUNDS

The committee felt that all items were covered in the Administrator's Report. Yorks suggested that Dan Meehan be asked for a definite floor plan. It was suggested by Alexander that he be invited to the inservice day to talk briefly.

Personnel Committee had no report. They will meet at 10:00 on August 28th.

Finance Committee commended Blakey for the excellent audit.

Dovala mentioned just as a reminder that he and Doreen Sweet would be attending the TLC conference from September 30th to October 3rd.

Yorks moved and McDowell seconded for the board to adjourn at 7:32 p.m.

President

Attest