

## AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

February 10, 2014 Regular

President Dennis Clotz called to order the regular meeting of the Amherst Public Library Board of Trustees at 6:00 p.m. Roll call: Walter McDowell, Marilyn Jenne, Dennis Clotz, Judy Alexander, Laura Dulmage, and Nate Woodward were present. Jim Yorks was absent. Also present were Don Dovala, Library Administrator, and Kathi Blakey, Fiscal Officer.

McDowell moved, seconded by Jenne, to accept Resolution # R-14-2-1, approving the minutes of January 13, 2014. All present voted in favor.

MOTION PASSED

Fiscal Officer Blakey reviewed the financial reports for January 2014. She noted she had included several extra items including information from the county auditor's office. She will be sending out a draft of the 2014 Permanent Appropriations to the Finance & Audit Committee for review and subsequent action at the March meeting.

Alexander moved, seconded by Jenne, to accept Resolution # R-14-2-2, accepting the January 2014 financial reports as presented. All present voted in favor.

MOTION PASSED

Blakey reviewed the Star Plus information that had been in the packet. Alexander moved, seconded by McDowell, to accept Resolution # R-14-2-3, instructing the Fiscal Officer to establish an account with Star Plus and to authorize Board President Dennis Clotz and Fiscal Officer Blakey to sign the required forms. All present voted in favor.

MOTION PASSED

### OLD BUSINESS

Library Administrator, Don Dovala reported on the pre-bid meeting and the number of interested parties in attendance. The bid opening for the Carnegie remodel will be at noon on February 12.

### LIBRARY ADMINISTRATOR'S REPORT

Dovala noted that the door from the hallway into the Library has been kept closed during the extremely cold weather lately and would like to get it swapped out for a glass door with a button to push for handicap access. The door would be a fire door and the glass would allow better monitoring of the area. Simplified Facilities is investigating options.

Dovala distributed the quarterly newsletter. Jeni Giele was recognized for her planning and dessert at the Board/staff gathering. Her cupcakes were delicious. The Library was closed on February 5 due to weather conditions. There was discussion on closing in the future, with no Board action taken. The decision on closing was left with the Library Administrator, Don Dovala.

Cheryl Ashton was recognized for her excellent article in the Amherst News Times. It was a long article and very informative. Ashton has been instrumental in another project within the Library, that of digitizing the Amherst News Times. She received a \$5,000.00 grant from the Nord Family Foundation for the project and has been using an annual budget amount of about \$10,000.00 toward the project. With the planned renovation of the Carnegie building, now would be a good time to get the project current and roll it out with the Carnegie renovation. With prices

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only increasing for the digitization, a one-time additional appropriation to the digitization account could be made. After discussion, McDowell moved, seconded by Dulmage, to accept Resolution # R-14-2-4, to finish the project this year. All present voted in favor.

MOTION PASSED

GIFTS & CORRESPONDENCE

Alexander moved, seconded by Jenne, to accept Resolution # R-14-2-5, to accept the following gifts:

\$200.00 from Sherrill M. McCloda

\$1,500.00 from the Friends of APL for book group books

Fireman Fred and Officer Buckle and Gloria in memory of Randy Rakich from Anna Bianco

All present voted in favor.

MOTION PASSED

There were no PUBLIC COMMENTS and NEW BUSINESS was handled earlier in the meeting.

COMMITTEE REPORTS

BUILDING AND GROUNDS – no report

PERSONNEL – did not meet due to weather

FINANCE & AUDIT – no report, will meet prior to the March meeting to discuss 2014 Permanent Appropriations

Jenne moved, seconded by Dulmage to adjourn. Meeting adjourned at

6:25 p.m.

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President

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Attest