

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 13, 2015 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, Dennis Clotz, Nate Woodward, Laura Dulmage, Judy Alexander, Darcy Teets, and Jim Yorks. Also present were Don Dovala, Library Administrator, Kristin Cioffi, Fiscal Officer/Technology Manager, and Sophia Woodward.

McDowell moved, seconded by Teets, to accept Resolution # R-15-7-1 accepting the June 8, 2015 meeting minutes. All present voted in favor.

MOTION PASSED

Fiscal Officer Cioffi reviewed the June financial reports noting that revenues and expenditures were as expected for June. Woodward moved, seconded by Alexander to accept Resolution # R-15-7-2, accepting the June 2015 financial reports. All present voted in favor.

MOTION PASSED

OLD BUSINESS

Library Administrator, Don Dovala reported that the landscaping has been completed, and he has received positive feedback on it. Sprinklers have been set up and put on timers to ensure proper watering. Dovala met with Yorks and went over the approximate costs for different storage options. Yorks reported that the price for a shed or a garage across the street could range from \$3000- \$30,000, depending on its size and features. A 2- story 14 x 22 foot addition to the building could cost around \$200,000. Dovala noted that an addition would give the library additional, accessible storage downstairs and office space upstairs. It would also free up space for storage of tables and chairs for the DeLloyd room. Discussion ensued regarding the pros and cons of stand-alone storage across the street verses an addition. Also discussed were various design elements of an addition, the cost of the current upstairs remodeling project, and fund balances in the Endowment and Building Funds. The board agreed that an addition was a better option. Yorks noted that since they were looking at a simple addition, the library's building facilitators should be able to draw up preliminary plans. Alexander moved, seconded by Dulmage to accept Resolution # R-15-7-3, to further investigate an addition and have Dovala ask the library's building facilitators, Simplified Facilities, if they could produce preliminary plans for an addition. All present voted in favor.

MOTION PASSED

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LIBRARY ADMINISTRATOR'S REPORT

Dovala reported that Dann Swift performed at July's Walkin' on Wednesday. The weather that day was iffy, and the turnout at the library and downtown was not as good as June. Dovala requested that Alexander ask Bill Strohm to stop by the library to go over the logistics of Men of Steele's September performance. He noted that August's performer was violinist Mary Beth Ions, and she was versatile in regards to weather and location.

NEW BUSINESS

Dovala asked the board if they would be interested in purchasing a digital sign to install on the library's property for displaying upcoming events. After discussing cost, possible locations, and the upkeep of a sign, they decided not to investigate the option at this time.

Dovala reported that the summer reading program has been doing well. So far 571 kids and 170 adults have signed up. Magician Gordon Russ had 260 people attend his magic show, and Juggler Matt Jergens' show drew a crowd of 200 people.

Dovala also reported that he attended the American Library Association's annual conference in San Francisco. Dovala typically attends the conference every other year. There were over 700 vendors present and 200 programs to choose from. Dovala obtained good information regarding the upstairs remodeling project. He was also able to negotiate some discounts for library services from our current vendors. Dovala noted that he appreciated being able to attend the conference.

Dovala informed the board that library was offered a summer intern this year, paid for through Leadership Lorain County. Alexandra Burks was chosen and has been working in the Youth Services department. In addition, she attended a Rotary meeting with Dovala and a Lorain County Libraries PR meeting with Community Relations Specialist, Charlene Kalo.

GIFTS & CORRESPONDENCE

Yorks moved, seconded by McDowell, to accept Resolution # R-15-7-4, accepting the following gifts:

In memory of Margene Goodell:
\$20 from Nancy and Mario Danese

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In memory of Judy Reichert:
\$20 from the Gelenius Family

All present voted in favor.

MOTION PASSED

PUBLIC COMMENTS- none

Dovala asked the board if they had any questions or comments about the 2015-2017 Strategic Plan distributed at the June meeting. McDowell commented that he thought the plan was presented well. McDowell motioned, seconded by Alexander to accept Resolution # R-15-7-5, accepting the 2015-2017 Strategic Plan as presented (copy attached). All present voted in favor.

MOTION PASSED

There was a brief discussion on the library's involvement with the Amherst Community Taskforce and if it should be expanded. The board thought that the library's current level of involvement was appropriate.

COMMITTEE REPORTS

BUILDINGS & GROUNDS-no report

PERSONNEL

Dulmage reported that the Personnel Committee did not meet in June. They will discuss the evaluation schedule at their next meeting, on Wednesday, July 29 at 12:00 p.m. Dovala explained the evaluation process for employees, noting that it was a time for employees to set goals and evaluate if their goals from the prior year were met. Alexander questioned which board members/committees would evaluate Cioffi and Dovala and when. After discussion, Alexander suggested that board could go into executive session to give their evaluations at the August meeting.

FINANCE & AUDIT- no report

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McDowell moved to adjourn, seconded by Yorks. Meeting adjourned at 6:52 p.m.

President

Attest