

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 10, 2017 Regular

President Dennis Clotz called to order the regular meeting of the Amherst Public Library Board of Trustees at 6:01 p.m. Roll call: Dennis Clotz, Laura Dulmage, Darcy Teets, Jake Wachholz, and Judy Alexander were present. Jim Yorks and Nate Woodward were absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/Technology Manager.

Wachholz moved, seconded by Dulmage, to accept Resolution # R-17-7-1 accepting the meeting minutes for the June 12, 2017 Regular meeting, as corrected. All present voted in favor.

MOTION PASSED

Fiscal Officer Cioffi reviewed the June 2017 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation Summary), noting that revenues and expenditures are as expected for this time of year. Cioffi reported that the Ohio Department of Taxation issued a revised 2017 PLF estimate. Since the state's General Fund Revenue is lower than the state's original projections, the library's estimated PLF revenue will be decreased by almost \$48,000. The county should be sending a revised Certificate of Estimated resources in the next couple of weeks reflecting the decrease. Cioffi also reported that the county is changing the way our property tax revenue is remitted. In the future, the library will receive that revenue directly from the county auditor, instead of from the Amherst Board of Education. Alexander moved, seconded by Teets, to accept Resolution # R-17-7-2, accepting the June 2017 financial reports. All present voted in favor.

MOTION PASSED

OLD BUSINESS

Library Administrator, Don Dovala reported that concrete projects (sidewalks, apron, and lightpost) have been completed. The irrigation system for the lawn and beds will be installed once the weather cooperates.

LIBRARY ADMINISTRATOR'S REPORT

Dovala reported that the state's biennial budget has been passed and the PLF has decreased to 1.68% of the state's General Fund Revenue (previously 1.70%.) Dovala noted that the decrease is twofold, since General Fund Revenue is also down.

Dovala reported that new curved signage has been installed on the shelf endcaps. Reference Specialist Becky Denes made subject signs that can

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July 10, 2017 Regular

be seen on an angle. The hanging subject signs that are located in the stacks were purchased 20 years ago, and unfortunately are no longer available for purchase. Dovala noted that the schedule for Main Street Amherst's remaining Walkin' on Wednesday programs has been finalized. July's event will feature lawn games. In August, the Lorain County Metroparks will be at the library. In September, the Lorain County Kennel Club will be bringing dogs to the library. Wachholz offered to provide supplies for lawn games. Dovala thanked him and said he will introduce him to Becky Denes so he can coordinate that with her.

NEW BUSINESS

Dovala reported that there have been 2 people at the library soliciting for petitions. We are not allowed to ask petitioners to leave the property, but we may have parameters as to where they are allowed to set up. Dovala was thinking that the sidewalk area in front of the handicap parking might be a good spot to designate for that purpose. Dovala spoke with Assistant Lorain County Prosecutor Jerry Innes about the situation, and he suggested that the library should make a policy. Dovala will draft a policy and have it reviewed by Innes for the next meeting.

Dovala noted that the stats for notary service, fax service, and door counts have been up this month.

Teets commented that when he attended the OLC Trustee workshop in March, he learned that some other libraries in the state are offering passport service and receiving income from that. Brief discussion on passport service followed.

GIFTS & CORRESPONDENCE-none

PUBLIC COMMENTS-none

COMMITTEE REPORTS

BUILDINGS & GROUNDS- no report

PERSONNEL-no report

The next meeting was set for Tuesday, September 5 at 10:00 a.m.

FINANCE & AUDIT-no report

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 10, 2017 Regular

Teets motioned to adjourn. Meeting adjourned at 6:24 p.m.

President

Attest