

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

May 14, 2018 Regular

President Dennis Clotz called to order the regular meeting of the Amherst Public Library Board of Trustees at 6:18 p.m. Roll call: Dennis Clotz, Judy Alexander, Darcy Teets, Laura Dulmage, Jim Yorks, and Jake Wachholz were present. Stephanie Pinsky was excused. Also present were Don Dovala, Library Administrator and Kristin Cioffi, Fiscal Officer/Technology Manager.

Teets moved, seconded by Dulmage, to accept Resolution # R-18-5-2 accepting the meeting minutes for the April 9, 2018 meeting. All present voted in favor.

MOTION PASSED

Fiscal Officer Cioffi reviewed the April 2018 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported that the Ohio Department of Taxation approved the tax exemption application for the addition, and a refund for the property tax remitted was already received from the Lorain County Auditor. Cioffi also explained that a \$1.00 adjustment was made on the bank reconciliation, due to the payroll company depositing \$1.00 too much into our account for the April OPERS payment. Yorks moved, seconded by Dulmage to accept Resolution # R-18-5-3, accepting the April 2018 financial reports. All present voted in favor.

MOTION PASSED

OLD BUSINESS

Library Administrator, Don Dovala reported that Hawkins Sales of Ohio prepared a lighting design. Yorks asked some specific questions about the design. Dovala responded that he would email the Board the detailed design so they could review it. There was some discussion regarding the potential cost. Dovala said that at this point, the materials would cost about \$11,000, but he does not have any estimates on installation at this time. Yorks commented that \$11,000 was a fair price for materials.

LIBRARY ADMINISTRATOR'S REPORT

Dovala reported that the Annual Student Art Show is currently underway, showcasing artwork from Amherst and Firelands schools and from local homeschool groups. The Art Show reception was last week and over 130 people attended. At the reception, a dulcimer player provided entertainment, and a contest to give away a dulcimer was announced. A library patron donated a dulcimer, book, and lessons for the library to give away.

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Dovala reported that over 500 people had their taxes prepared by AARP at the library this year. He commented that the program brings in a lot of people that do not normally use the library.

NEW BUSINESS

Dovala reported that Theresa DiAsio was hired as a Circulation Assistant. Alexander moved, seconded by Dulmage to accept Resolution # R-18-5-4, approving the hiring of Theresa DiAsio as a Circulation Assistant effective April 11, 2018. All present voted in favor.

MOTION PASSED

Dovala reported that building facilitators, Simplified Facilities are currently obtaining quotes to repair concrete on the sidewalks and parking lot. Yorks noted that going forward, maintaining the expansion joint better would help prevent similar wear. Dovala noted that Main Street Amherst's Wine and Chocolate Walk is this Sunday. Melanie Presler and Charlene Kalo are coordinating the library's participation in the event. As usually, the library and Quarry Bear will be participating in the city's Memorial Day Parade, passing out candy.

Dovala passed out new OLC membership cards to the Trustess.

GIFTS & CORRESPONDENCE

Dulmage moved, seconded by Yorks, to accept Resolution # R-18-5-5, accepting the following gifts:

Dulcimer contest package with \$100.00 from an anonymous patron.

In memory of Helen Charnes Schaefer:
\$25.00 from Jackie Games

All present voted in favor.

MOTION PASSED

PUBLIC COMMENTS-none

COMMITTEE REPORTS

PERSONNEL- no report

FINANCE & AUDIT-no report

BUILDINGS & GROUNDS-no report

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Alexander thanked staff members Mary Geer and Janet Overmyer for their extensive help in setting up for the Friends of the Amherst Public Library book sales. She also thanked Nancy Tomek and the teen volunteer group for their help with the sale. Alexander also commented that she loves the Libby app for reading and listening to digital books from Overdrive.

Yorks moved to adjourn. Meeting adjourned at 6:45 p.m.

President

Attest