

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

April 14, 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: Laura Dulmage, Dennis Clotz, Walter McDowell, Marilyn Jenne, Judith Alexander, James Yorks, and Nate Woodward were present. Also present were Don Dovala, Library Administrator, Kathi Blakey, Fiscal Officer, and Tara Logan, CPA of Julian & Grube, Inc., independent public accountants.

McDowell moved, seconded by Jenne, to accept Resolution # R-14-4-1, to approve the minutes of March 10, 2014. All present voted in favor.

MOTION PASSED

Dulmage moved, seconded by Alexander, to accept Resolution # R-14-4-2, to go into executive session at 6:03 p.m. to hold the audit exit conference. Roll call vote: McDowell, Yorks, Woodward, Alexander, Jenne, Dulmage, Clotz, ALL AYES.

MOTION PASSED

The Board properly returned from executive session at 6:12 p.m. by motion from Yorks, seconded by Jenne. All present voted in favor.

MOTION PASSED

The Board thanked Tara Logan, CPA for attending the meeting and she left at 6:15 p.m.

Blakey reviewed the percentages year-to-date for the March financial reports noting several items that were above the expected 25% threshold and giving the reason, which for most items was one annual payment. Natural gas was at 30%, but the usage will decrease significantly during the summer. Alexander moved, seconded by Woodward, to accept Resolution # R-14-4-3, accepting the March 2014 financial reports. All present voted in favor.

MOTION PASSED

Blakey noted that she had picked up the first half real estate tax check from the Board of Education as well as the final distribution from the Estate of Mabel Cozette McKinney.

OLD BUSINESS

Library Administrator, Don Dovala reported that after a slightly rocky start, the Carnegie remodel is progressing well. Permits were obtained and the asbestos that could possibly have been in some tile discovered under carpeting being removed was tested and found not to contain asbestos. Pictures are available on Instagram and Facebook sights for the Library. The Library computer servers will be relocated early Thursday morning because a support post will be placed in a corner of the computer room.

LIBRARY ADMINISTRATOR'S REPORT

There will be a meeting with Only Libraries about the other upstairs remodel project on April 23.

Dovala reported that Children's Department employees Ashton and Stanley are formulating a plan to keep children's programming going forward during this construction phase. He also reported that he and Kay

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Koler had recently been interviewed on WEOL radio. AARP will end their tax help tomorrow and to date, have assisted over 400 tax payers with tax return preparation here at the Library.

Three kindles have been purchased for the outreach program at the Library and have been a welcome addition to the program. There is thought of purchasing kindles for book group use.

The local schools art display at the Library started recently and is drawing in interested viewers of the local young artists.

Lamp posts for the external area around the Library and in the parking lot have been purchased through the city. Installation quotes are being obtained. Dovala will determine about the disposal of the items removed during the installation of the new lighting.

Library Administrator Dovala led a discussion on recent behavior problems of some children. He reviewed some recent happenings, as well as his attempt to get help from the local police. He will be having staff keep incident reports so he is able to track chronic offenders. He suggested installing security cameras and brought up four areas of highest need. Quotes were requested from Simplified Facilities Management as well as a local firm, BCT. Simplified had just done a similar search for Grafton-Midview Public Library and forwarded the results to him.

There was much discussion on the pros and cons of the cameras versus having someone patrolling the area. It was noted that it is very stressful on staff and other patrons, as well as even being able to get a correct name from any offending child. After much discussion, safety of other patrons and staff was cited as the overriding reason for the decision to purchase the security camera system. The Board suggested staying local with BCT since they were also the cheapest of the vendors from Simplified. Dovala was instructed to get the security system wired and installed.

The Read to Fiona program has had meager attendance over the past six months, but due to a recent article in the Journal, there have been many phone inquiries. It is a program where children read to Fiona the dog.

NEW BUSINESS

President Clotz asked that any suggestions to the bylaws be brought to the group and then a committee could be appointed to review the bylaws in detail.

There were no GIFTS or PUBLIC COMMENTS.

COMMITTEE REPORTS

BUILDING AND GROUNDS

Yorks suggested Trustees be prepared to discuss land acquisition should the Part Avenue United Methodist Church land become available.

PERSONNEL

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Dulmage reported that the items discussed at the committee meeting had been handled earlier in the meeting. Items noted were lamp posts, audit, bad behavior of children, staffing and job sharing and realignment. The next Personnel Committee meeting will be April 29 at 10:00 a.m.

FINANCE & AUDIT

The Committee had received a draft of the 2015 Budget and had no questions, noting that the annual budget hearing would be at 6:00 on the next regular meeting date.

Blakey noted that the 2015 Budget Hearing, as well as a Records Commission meeting had been advertised for May 12, 2014.

McDowell moved to adjourn. Meeting adjourned at 7:02 p.m.

President

Attest