

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Regular Meeting
Monday, April 13, 2015

Attendance

Members Present: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard,
Ms. Williams

Members Absent: Mr. Anagnostos

Staff Present: Mr. Dickinson, Ms. Keenan, Ms. Maxey, Ms. Miller, Ms. Switzer

Others: Mr. Reuben Harris, Shaker Heights Board of Education
Ms. Munyon, League of Women Voters Representative

Mr. Anderson called the regular meeting of the Shaker Heights Public Library Board of Trustees to order at 6:33 p.m. in the Main Library Boardroom.

Oath of Office

Mr. Reuben Harris administered the oath of office to newly appointed trustees, Ms. Garrett who is serving the unexpired term of Jeanne Shatten, and Mr. Meinhard who replaces Kurt Miller.

Approval of Minutes

Mr. Anderson asked for a motion to approve the March 9, 2015 regular meeting minutes.

2015-24 Mr. Bertsch moved and Mr. Gleisser seconded the motion to approve the March 9, 2015 regular meeting minutes.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard,
Ms. Williams

Nays: None. Motion carried.

Staff Presentation

Ms. Cindy Maxey, Adult Services Manager, gave a presentation about the Adult Services Department, including the number and type of staff, and the programs and services offered. The presentation segued into a conversation about how collection development and program effectiveness are measured.

President's Report

A. Presentation to Mayor's Financial Task Force

Mr. Anderson summarized the presentation he, Mr. Dickinson and Ms. Keenan gave to the Mayor's Financial Task Force on Saturday, April 11 at City Hall. The presentation was much longer than anticipated but was beneficial in terms of educating the Task Force on the issues facing the Library, including long-term facility and funding challenges, and its strategic planning efforts.

Trustees discussed the feedback from the Task Force, including the seeming unlikelihood of support for a ballot initiative, and agreed that it was important to work in cooperation with the Task Force and public entities in Shaker, while being mindful of doing what is in the best interest of the Library.

B. Discussion with Research Consultant

Trustees discussed engaging TRIAD Research Group to conduct a survey in order to get community input on different topics (e.g. operating in one building or two, gauging support for a new levy, etc.).

2015-25 Mr. Anderson moved and Mr. Gleisser seconded the motion to hire TRIAD Research Group to conduct a community survey at a cost not to exceed \$30,000.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard, Ms. Williams

Nays: None. Motion carried.

Fiscal Officer's Report

A. Financial Report

Ms. Keenan presented the March Update, reflecting an anticipated All Funds expenditure of \$4.5 million in 2015. Ms. Keenan stated that at this time there were no critical issues relative to the projections: a surplus of approximately \$320,000 is estimated from the General Fund. The Update included proposed budget amendments totaling a net reduction of \$82,450 from the various budget funds.

2015-26 Mr. Meinhard moved and Mr. Gleisser seconded the motion to approve the March Update and the proposed budget amendments.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard, Ms. Williams

Nays: None. Motion carried.

B. 2016 Tax Budget

Ms. Keenan presented the 2016 Tax Budget totaling \$7.8 million for consideration. ORC 5705.281 requires the Library to submit a tax budget for Cuyahoga County to certify, following approval from the Shaker Heights School Board. The recommended Tax Budget requests nearly \$4 million in levy funding, which represents the original amount generated by the existing levy. Ms. Keenan noted that as levy revenue is based on property tax valuations, actual levy collections are likely to remain stable.

2015-27 Mr. Bertsch moved and Mr. Meinhard seconded the motion to approve the 2016 Tax Budget as submitted and forward to the Shaker Heights School Board for approval.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard, Ms. Williams

Nays: None. Motion carried.

Mr. Dickinson noted the Library received a notice inviting participation in Ohio Checkbook, an initiative of the Ohio Treasurer. Ms. Keenan contacted the Treasurer's Office for more information.

Director's Report

A. Written Report

Mr. Dickinson presented a monthly update to the Board that included a recap of his March meeting with State Senator Sandra Williams, and information regarding the Barbara Luton Art Competition, the Shaker Heights High School Art Exhibition, the joint board meeting with the Twinsburg Library, and the Memorial Day parade.

B. Quarterly Circulation Statistics

Mr. Dickinson distributed the first quarter circulation statistics for both Shaker Library and Cuyahoga County Public Library. Overall, Shaker Library's circulation is down nearly 8% from the same period in 2014. The County Library's circulation has been declining since its peak in 2011.

C. Meeting Room Policy Revision

Mr. Dickinson reported that a "business friendly" meeting room policy, discussed months ago, will be presented for approval at the May meeting.

D. Ohio Library Council Legislative Update

The House is about to pass its own version of HB 64, which would eliminate many of the tax changes submitted by the Governor. It would, however, include some of the income tax cut he recommended, and also an amendment to raise the PLF share of the General Revenue Fund from 1.66% to 1.70%. Mr. Dickinson and Ms. Switzer have appointments to meet with our local legislators in Columbus during Legislative Day on April 28.

New Business

A. Gifts to be accepted and appropriated to the designated funds

Unrestricted Contribution/Individual (101-6510)	
Susan Cristal	\$100.00
Marilyn Kammer Memorial Fund (209-6510)	
Randy Kammer	
In memory of Elpidio Garcia	\$25.00
In honor of Richard Greene	\$25.00
In memory of John Killebrew	\$25.00
In memory of Constance Toske	\$25.00
Ruth Levenson Fund for Children (219-6110)	
Anne Batzell	\$50.00

Local History Donations

Material on the creation of the Local History collection 1993-2001, notes on a proposed Shaker Heights Community History and Book Project 1999-2002; and publications on social and environmental conditions of greater Cleveland, c. 2000 book project from Jan Devereaux

A Fernway Elementary School handbook circa 1980 from Virginia Scholech

Homegoings, Crossings, and Passings: Life and Death in the African Diaspora from the book's editor, Regennia N. Williams

2015-28 Mr. Bertsch moved and Mr. Meinhard seconded the motion to accept and appropriate the above gifts.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard, Ms. Williams

Nays: None. Motion carried.

B. Personnel Action

Kalyn Kappelman, Technology Trainer, half-time, level 109, hired effective March 16, 2015

William Eady, Library Assistant, half-time, level 106, resigned effective March 31, 2015

C. Executive Session

Mr. Anderson requested a motion to adjourn to executive session to discuss personnel matters.

2015-29 Mr. Gleisser moved and Mr. Bertsch seconded the motion to adjourn to executive session at 8:30 p.m. to discuss personnel matters.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard, Ms. Williams

Nays: None. Motion carried.

2015-30 Mr. Gleisser moved and Mr. Bertsch seconded the motion to resume the regular session at 8:35 p.m.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard, Ms. Williams

Nays: None. Motion carried.

Mr. Anderson requested a motion to amend staff member, Donna Bailey's schedule.

2015-31 Mr. Gleisser moved and Mr. Meinhard seconded the motion to reduce Donna Bailey's hours from 40 to 20 per week for a three month period effective immediately.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Ms. Garrett, Mr. Gleisser, Mr. Meinhard, Ms. Williams

Nays: None. Motion carried.

Community Comments

Trustees were reminded about the Public Officials Reception on April 21, 2015.

Announcements

None

Adjournment

Since there was no further business, Mr. Anderson moved and Board members unanimously seconded the motion to adjourn the regular board meeting at 8:40 p.m. The next regular meeting of the Shaker Heights Public Library Board of Trustees will be Monday, May 11, 2015 at 6:30 p.m. in the Main Library Boardroom.

Chadrick Anderson, President

Maggie Keenan, Fiscal Officer

Peter Anagnostos, Secretary