

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Regular Meeting
Monday, February 9, 2015

Attendance

Members Present: Mr. Anagnostos, Mr. Anderson, Mr. Bertsch, Mr. Gleisser, Ms. Williams

Members Absent: Mr. Miller, Ms. Shatten

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

Others: 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 6:37 p.m. in the Main Library Boardroom.

Approval of Minutes

Mr. Anderson asked for a motion to approve the January 12, 2015 organizational meeting minutes and the January 12, 2015 regular meeting minutes.

2015-14 Mr. Anagnostos moved and Ms. Williams seconded the motion to approve the January 12, 2015 organizational meeting minutes and the January 12, 2015 regular meeting minutes.

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

Nays: None. Motion carried.

President's Report

A. Trustee Search

Mr. Anderson reported that the library received 16 applications for Trustee. Mr. Anderson and Ms. Williams will meet with Reuben Harris and Bill Clawson from the School Board on Friday, February 13, to review the applications. Mr. Dickinson will be out of town and therefore unable to attend.

B. Board Bylaws Review

Mr. Anderson asked for volunteers to perform the annual review of the Board Bylaws and to present recommendations at the March Board meeting. Mr. Bertsch and Mr. Anagnostos volunteered. Mr. Dickinson noted that he received an inquiry about whether school employees are eligible to serve on the Library Board. Mr. Dickinson researched the issue and affirmed that school employees are eligible.

Mr. Gleisser arrived at 6:42 p.m.

C. March Presentation to City Council/School Board

Mr. Anderson said the Mayor's financial task force will meet on Saturday, February 14. The schools will be presenting. Mr. Anderson will schedule a time for the library's presentation, which will

probably be in March. Mr. Dickinson and Ms. Switzer are gathering data and statistics for Mr. Anderson's presentation.

Mr. Bertsch replaced Judy Allen on the Recreation and Health Committee. He reported the Recreation and Health Departments presented their accomplishments for 2014 and plans for 2015.

Staff Presentation – John Harchar, Maintenance Services Manager

Mr. Harchar reviewed the duties of the Maintenance Department. He noted that the highest utility cost is for lighting, followed by heat. He reported that his staff has been updating the lights to save energy and electricity costs. He said there have been some setbacks in utility savings the past two years because of problems such as a broken water line, the loss of the main control panel for the HVAC, and higher electricity costs. A new HD security camera system was installed at Bertram Woods Branch to replace the failed system there. One security camera DVR at Main has also been replaced. The next major project is painting the first floor of the Main library. Mr. Harchar concluded by showing photographs of problem areas in both buildings, including water leaks and mold. He indicated that it is difficult to know how much to spend on maintaining the buildings because the future of both buildings is uncertain.

Deputy Fiscal Officer's Report

A. Financial Statements

Mr. Dickinson informed the Board that Interim Business Manager Molly Pandelli is resigning and this is her last week. Telephone interviews for the Fiscal Officer position will be completed by February 13 and then candidates will be selected for in-person interviews.

Mr. Dickinson reviewed the revenue and expenses for January 2015. He noted that the first half real estate payment of \$337,000 was not recorded.

He said the PLF was nearly \$5,000 higher than in January 2014 and with the February payment we have received close to \$1,000 more than in 2014. Overall, revenue is on target for the year. Due to staff vacancies, the salary expense is approximately \$17,000 less than the previous year. Property, maintenance, and furniture and equipment expenses are higher than last year because of repair work. However, overall expenses are down for the month.

2015-15 Mr. Bertsch moved and Mr. Gleisser seconded the motion to approve the January 31, 2015 financial statements as submitted.

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

Nays: None. Motion carried.

Director's Report

A. Written Report

Mr. Dickinson reported he inquired about the possibility of the library collaborating with the schools on a LGIF grant to study the feasibility of a shared facility at the Bertram Woods Branch / Middle School location. The grant is due in March. However, the schools are currently in the midst of a facilities assessment along with a review of their educational needs, and are therefore unable to collaborate with the library at this time.

Mr. Dickinson said the library is participating in the community Shaker School's Early Childhood Task Force as well as the county-wide summer reading program. He said the Lakewood and Rocky River libraries have withdrawn from the county-wide program, but the other seven systems are working on a shared summer reading program. The library will sign a memorandum of understanding with the participating libraries outlining the program and responsibilities. He said there may be some expense to participate, especially if we do not receive the United Way grant. If we do get the grant, the libraries will study outcome measures. The libraries are considering hiring researchers from Baldwin Wallace University to conduct the study.

B. Observational Study

Ms. Switzer shared her analysis of the November 9-22, 2014 observational study. She reviewed busiest days, average hourly observations, and top activities by age and building. She also compared the 2014 results to the November 2011 observational study. Notably, in 2014 neither reading nor browsing were a top three activity for any age group. The focus for all ages was on community (meeting with others, attending a program) and using library computers.

C. OLC News and Trustee Activities

Mr. Dickinson said the OLC Legislative Day is Tuesday, April 28. The North Chapter trustee dinner is scheduled for Wednesday, April 29 in Independence. Board members should notify Mr. Dickinson if they wish to attend. He reminded the board that the joint meeting with trustees from the Twinsburg Public Library is Wednesday, May 6. Twinsburg trustees will visit Shaker Heights in November.

Mr. Dickinson reported on the state biennial budget. The Governor has made his intentions known to cut some taxes and raise others but it is still early in the process.

New Business

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

Bertram Woods Branch Fund (208-6510)	
Julia Torok	\$70.00
Marilyn Kammer Memorial Fund (209-6510)	
Randy Kammer	
In memory of Myron Fox	\$25.00

Local History Donations

Judith Karberg donated *American Landscape Architect*, Vol. I No. 1, July 1929, and *Architectural Review of the Mississippi Basin*, Vol. I No. 1, Summer 1930

Children's books, *Secret Emily* and *The Wizard of Walnut Street*, signed by the author, Carol K. Scism, from an anonymous donor

The Shaker Heights City School District donated two copies of the *Shaker Heights High School 2012 Alumni Directory*

Stuart Math donated a copy of his documentary film, *Building Bridges: Student Group on Race Relations*

2015-16 Ms. Williams moved and Mr. Bertsch seconded the motion to accept and appropriate the above gifts.

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

Nays: None. Motion carried.

Community Comments

None

Announcements

Ms. Williams noted that the Superintendent's State of the Schools is 6 p.m. Tuesday, February 10 in the high school large auditorium.

Adjournment

Since there was no further business, Mr. Anderson moved and Board members unanimously seconded the motion to adjourn the regular board meeting at 8:07 p.m. The next regular meeting of the Shaker Heights Public Library Board of Trustees will be Monday, March 9, 2015 at 6:30 p.m. in the Dietz Community Room at Bertram Woods.

Chadrick Anderson, President

Luren E. Dickinson, Deputy Fiscal Officer

Peter Anagnostos, Secretary