

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Regular Meeting
March 14, 2016

Attendance

Members Present: Mr. Anderson, Mr. Bertsch, Mr. Gleisser, Ms. Williams
Members Absent: Mr. Anagnostos, Ms. Garrett, Mr. Meinhard
Staff Present: Mr. Dickinson, Ms. Miller, Ms. Switzer
Others: Paulanita Barker, Anne Batzell, Deborah Levine Herman, Terry Stoller

Mr. Anderson called the regular meeting of the Shaker Heights Public Library Board of Trustees to order at 6:40 p.m. in the Dietz Community Room.

Approval of Minutes

Mr. Anderson asked for a motion to approve the February 15, 2016 meeting minutes.

2016-20 Ms. Williams moved and Mr. Bertsch seconded the motion to approve the February 15, 2016 meeting minutes.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Mr. Gleisser, Ms. Williams
Nays: None. Motion carried.

President's Report

A. Board Bylaws Review

Mr. Anderson reviewed two proposed changes to the Board Bylaws. The Bylaws Review Committee recommended that Article IX, Section 1 be changed to "Except when a larger vote is required by applicable Ohio law, all actions of the Board shall require the affirmative vote of a majority of the Trustees present but no less than a quorum." The second recommendation is to revise Article IX, Section 2 to read "These bylaws may be amended by the majority vote of the full membership of the Board provided written notice of the proposed amendment shall have been transmitted to all members at least ten days prior to the meeting at which such action is proposed to be taken."

2016-21 Mr. Bertsch moved and Ms. Williams seconded the motion to approve the revised Board Bylaws.

Roll Call: Ayes: Mr. Anderson, Mr. Bertsch, Mr. Gleisser, Ms. Williams
Nays: None. Motion carried.

B. Facilities Planning Discussion

Mr. Anderson said the Shaker School Board reviewed four options at the March 2 community engagement meeting. An article in *The Shakerite* reported that the most popular option was to tear

down and rebuild the middle school and renovate the other schools. The next community engagement meeting is April 7.

Mr. Anderson reviewed the two main topics of discussion at the Library Board planning retreat: determining the criteria for judging which of the seven options to select and reviewing possibilities for the third option, renovating and modernizing both facilities. The six criteria for judging which facility option to select are:

- Will it be forward-thinking and differentiated?
- Will it be uniquely Shaker?
- Will it be financially responsible?
- Will it support community partnerships?
- Will it grow usage?
- Will it be Destination: Shaker Library?

C. May Board Meeting

Mr. Anderson requested that the date of the May meeting be changed to May 16.

2016-22 Ms. Williams moved Mr. Bertsch seconded the motion to move the May Board meeting from May 9 to May 16.

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

Nays: None. Motion carried.

Deputy Fiscal Officer's Report

A. 2016 Final Appropriation

Mr. Dickinson reviewed the revenue budget and 2015 final/2016 appropriation budget, as well as the 2016 building, equipment and technology budget requests in detail. He noted that the property tax estimates are lower than what was received in 2014 and 2015 but for budgeting purposes we must use the estimated collection rate certified by the county. Actual collection rates are generally higher than estimated. Year-to-date PLF receipts are as estimated.

Mr. Dickinson noted that the motion to move \$25,000 into the technology fund approved at the February 2016 meeting needs to be negated, as transfers should take place at the end of the fiscal year. He said in December we will propose moving \$80,000 into the Building Fund and \$60,000 into the Technology Fund from 2015, in addition to the 2016 transfer required by the strategic plan.

2016-23 Mr. Gleisser moved and Ms. Williams seconded the motion to approve the 2016 final appropriation budget and negate the February 2016 transfer into the Technology Fund.

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

Nays: None. Motion carried.

Director's Report

A. Written Report

Mr. Dickinson reviewed his written report, which addressed the national decline in library circulation of the “bursting of the video bubble”.

B. Customer Service Philosophy and Library Organization Policies

Mr. Dickinson reviewed the minor policy changes. He asked trustees to approve the changes as submitted.

2016-24 Ms. Williams moved Mr. Bertsch seconded the motion to approve the Customer Service Philosophy, and Library Organization Policies as submitted.

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

Nays: None. Motion carried.

C. Fiscal Officer Search Update

Mr. Dickinson reported that a candidate was offered the position and accepted, but he had to withdraw because of OPERS requirements. The job is being reposted and the state auditor’s office has been contacted for assistance. Mr. Dickinson noted that at least five library fiscal officer positions have become available since we advertised. Mr. Gleisser suggested using a search firm.

D. Health Insurance Update

Mr. Dickinson distributed health insurance renewal information. The premium will increase 5.96% this year, but the level of coverage will remain the same.

E. Endowment Fund Update

Mr. Dickinson distributed a report for Shaker Heights Public Library Fund of the Cleveland Foundation. There is \$41,545.91 available to spend this year, which will cover the fees for R Strategy Group.

New Business

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

Unrestricted Contribution – Individual (101-6510)

In memory of Kathryn Venditti

Donald Appleby, Jr.	\$25.00
Barbara Ciccotelli	\$25.00
Margaret and William Simon, Jr.	\$25.00

Unrestricted Contribution – Business (101-6520)

In memory of Kathryn Venditti

Ashland University English Department	\$300.00
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Marilyn Kammer Memorial Fund (209-6510)

Randy Kammer

In honor of Marty Goetz	\$25.00
In memory of Mary Livermore	\$25.00
In memory of Ed Still	\$25.00

In honor of Patricia Vail

\$25.00

Local History Donations

Four framed first edition stamps designed by Shaker student Molly LaRue in 1984 from Mary Cahen

2016-25 Mr. Gleisser moved and Ms. Williams seconded the motion to accept and appropriate the above gifts.

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

Nays: None. Motion carried.

B. Personnel Report

Kile Byington, Circulation Services Assistant, full-time, level 106, resigned effective February 13, 2016

Mary Oluonye, Children's Associate, full-time, level 109, retired effective February 26, 2016

Community Comments

None

Announcements

None

Adjournment

Since there was no further business to discuss, Mr. Anderson moved and Board members unanimously seconded the motion to adjourn the regular board meeting at 7:20 p.m. The next regular meeting of the Shaker Heights Public Library Board of Trustees will be Monday April 11, 2016 at 6:30 p.m. in the Main Library Boardroom.

Chadrick Anderson, President

Luren E. Dickinson, Deputy Fiscal Officer

Brian Gleisser, Secretary