

## AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

October 14, 2013 Regular

President Judy Alexander called to order the regular meeting of the Amherst Public Library Board of Trustees meeting at 6:00 p.m. Roll call: Judy Alexander, Laura Dulmage, Nate Woodward, Dennis Clotz, Marilyn Jenne, Walter McDowell, and Jim Yorks were present. Also present were Don Dovala, Library Administrator, Kathi Blakey, Fiscal Officer, and Sharon Vollmer, Friends of APL President.

McDowell moved, seconded by Clotz, to accept Resolution # R-13-10-1, approving the minutes of September 9, 2013. All present voted in favor.

MOTION PASSED

Fiscal Officer Blakey reported that there were no unusual items to report and that the percentages to date are indicative of a carryover into next year that is higher than last year. Yorks moved, seconded by Woodward, to accept Resolution # R-13-10-2, accepting the September 2013 financial reports. All present voted in favor.

MOTION PASSED

Clotz moved, seconded by Jenne, to accept Resolution # R-13-10-3, accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. Actual resolution in the 2014 budget file. Roll call vote: Clotz, McDowell, Yorks, Jenne, Woodward, Dulmage, Alexander, ALL AYES.

MOTION PASSED

### OLD BUSINESS

Library Administrator Dovala reported on meetings with vendors for both upstairs projects. The bid work from Meehan of HB+B Architects should be arriving soon and will be forwarded to the county prosecutor's office for review prior to posting in the newspaper. Only Libraries has indicated that the project cost including carpeting and painting is currently estimated at about \$170,000.00. The glassed in cabinets are about 60% completed and should be done within two weeks.

Dovala noted that the area above the public computers has been relit using brighter bulbs. Staff are split 50-50 on the result; however, the public prefers the new lighting. Dovala noted that to replace the remaining bulbs will be about \$3,000.00. McDowell said to get it done. There was discussion on any rebates that may be available with new light bulbs. Blakey reported that her assistant, Kristin Cioffi, has already submitted a request for the outside LED lights. A determination will have to be done if the new lights qualify for any rebate. The current LED rebate is through the city which holds to contract with the agency offering the rebates.

There was discussion about the city installing new lights and Dovala had been asked if the Library was interested in swapping the current lights at the Library to match the city's lights. Discussion followed with Dovala to pursue costs and schedule. Yorks noted that the city is working on installing speakers on the lampposts. He will keep the Library informed on this project.

### LIBRARY ADMINISTRATOR'S REPORT

Dovala noted that the Amherst lipdub recorded several weeks ago resulted in fewer Library staff attending because the time changed to earlier on a Sunday morning.

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

October 14, 2013 Regular

He noted that all libraries in Lorain County (except Elyria) favored keeping the boundaries as determined in the 1990's. Elyria is having residents in the affected write letters to the State Library of Ohio in favor of Elyria Library's position.

Dovala noted that programs were well attended this month and circulation is up slightly. He reported that a new medium of downloading music, audio books, and movies will be starting in November. Hoopla is offered through Midwest Tape Exchange and the Library will start offering it to patrons with limits on downloads at first with reviews done as the program continues. A monthly amount is guaranteed, but if not used, it flows over to be used in subsequent months. The Library was one of the first to go with Midwest Tape when videos first came to libraries. The Library is moving away from play-a-ways due to their low circulation and allocating the funds to this new program. There will be no waiting on items like there is with the Overdrive downloadable books.

NEW BUSINESS

The Library was closed today for staff development day. Dovala reviewed the events of the day and invited Trustees to view the pumpkin decorating skills of staff that are on display around the Library.

GIFTS & CORRESPONDENCE

Yorks moved, seconded by McDowell, to accept Resolution # R-13-10-4 to accept the following gifts:

\$25.00 in memory of Kathy Hunger from William & Gayle Schuster

\$50.00 in memory of Julie Miller Felty from Doris Lyle for Grimms' Fairy Tales

All present voted in favor.

MOTION PASSED

PUBLIC COMMENTS

Sharon Vollmer reported that the Friends Author Luncheon is October 24, the book sale is November 8,9,10, and that Nate Woodward had purchased and donated two tickets to the author luncheon.

COMMITTEE REPORTS

BUILDINGS & GROUNDS – no report

PERSONNEL

The next meeting will be October 29, at 10:30 a.m. at the Library. The committee requested an executive session at the end of this meeting.

FINANCE & AUDIT – no report

Dulmage moved, seconded by Clotz, to accept Resolution # R-13-10-5, to go into executive session at 6:40 p.m. to discuss employment contracts.

Roll call vote: Dulmage, Yorks, Woodward, Jenne, Yorks, McDowell, Alexander, ALL AYES.

MOTION PASSED

The Board properly returned from executive session at 7:25 p.m.

Yorks moved to adjourn the regular meeting. Meeting adjourned at 7:26 p.m.

---

President

---

Attest