

## AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

August 12, 2019 Regular

President Laura Dulmage called to order the regular meeting of the Amherst Public Library Board of Trustees at 6:00 p.m. Roll call: Judy Alexander, Laura Dulmage, Darcy Teets, Jake Wachholz, Stephanie Pinsky, and Jim Yorks were present. Katie Wenger was absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/ Technology Manager.

PUBLIC COMMENTS- none

Pinsky moved, seconded by Alexander, to accept Resolution # R-19-8-1 accepting the meeting minutes for the July 22, 2019 Regular meeting. All present voted in favor.

MOTION PASSED

Fiscal Officer Cioffi reviewed the July 2019 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation), noting that revenues and expenditures were as expected for this time of year. Cioffi reported that the library just received the second half of its property tax revenue. Cioffi reviewed the tax certification received from the County Auditor in response to the resolution from July's meeting. Cioffi explained that the next step in moving forward with the levy is to request the Board of Education to submit the issue to the voters. Cioffi reviewed the resolution prepared by bond counsel Mike Sharb directing the request. Alexander moved, seconded by Wachholz, to accept Resolution # R-19-8-2, to declare the necessity of issuing Library improvement bonds of Amherst Exempted Village School District in the aggregated principal amount of \$5,000,000 and requesting the Board of Education of that school district to submit the question of the issuance of those bonds to the electors of that school (copy attached). Roll call vote: Alexander, Dulmage, Teets, Wachholz, Pinsky, Yorks, ALL AYES.

MOTION PASSED

Yorks moved, seconded by Teets, to accept Resolution # R-19-8-3, accepting the July 2019 financial reports. All present voted in favor.

MOTION PASSED

### LIBRARY ADMINISTRATOR'S REPORT

Library Administrator, Don Dovala reported that he went to a very useful OLC workshop with Cioffi dealing with the building. Dovala and Cioffi also watched a levy webinar. Dovala reported that 10 additional hotspots were added to the collection. Hotspots can now be put on hold, renewed, and will circulate for 3 weeks.

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Dovala reported that due to patron complaints, he would like the Board to pass a policy banning skateboarding on the library's premises. Wachholz asked if it would be possible to create a skate park on the library's vacant Spring Street property. There was some discussion regarding the possibility.

Dovala showed the Board examples of the brochures distributed by Elyria Public Library for their levy campaign. Dulmage noted that the monthly event calendar we pass out is nice for highlighting the library's functions. Wachholz noted that he sees many people on the library grounds on Sundays using the library's Wi-Fi.

OLD BUSINESS -none

NEW BUSINESS- none

GIFTS & CORRESPONDENCE- none

COMMITTEE REPORTS  
BUILDINGS & GROUNDS

Yorks commented that the letters on the library's sign need to be painted. Dovala replied that the letters were supposed to be painted when the walls were painted, but the painters forgot. The painters are already scheduled to come back out to paint the letters.

PERSONNEL

Alexander reported that the committee met and discussed salaries, the PR position, and administration evaluations. Alexander will email the trustees sample evaluations prior to the next meeting. A personnel meeting was scheduled for Tuesday, September 3rd at 10:00 a.m.

FINANCE & AUDIT- no report

Yorks moved to adjourn. Meeting adjourned at 6:26 p.m.

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President

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Attest