

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 11, 2022

Regular

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

Dulmage moved, seconded by Alexander, to accept Resolution # R-22-7-1, to enter Executive Session at 6:01 p.m. to hold conference with legal counsel regarding pending court action. Roll call vote: Dulmage, Teets, Alexander, Pinsky, Wachholz, Wenger, ALL AYES.

MOTION PASSED

The Board returned from the executive session at 6:20 p.m. via motion by Wachholz, seconded by Alexander.

Yorks arrived during Executive Session. Wachholz and Pinsky left at 6:25 p.m.

MINUTES

Alexander moved, seconded by Yorks, to accept Resolution # R-22-7-2, accepting the meeting minutes for the June 13, 2022, regular meeting. All present voted in favor.

MOTION PASSED

FISCAL OFFICERS REPORT

Cioffi reviewed the June 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reviewed updated PLF projections for the remainder of the year and expenditures for the addition project. Yorks explained the process for final payment once the project and punch list are complete. Yorks moved, seconded by Dulmage to accept Resolution # R-22-7-3, accepting the June 2022 financial reports. All present voted in favor.

MOTION PASSED

OLD BUSINESS

Library Administrator, Don Dovala reported that the parking lot was repaired at a cost of \$8,500. Yorks suggested looking into cleaning and sealing the parking lot.

LIBRARY ADMINISTRATORS REPORT

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

July 11, 2022

Regular

Dovala reported that the fence between the library's lot and the city's lot is failing and he is looking into replacement options. Yorks suggested looking at using pipe bollards. Dovala reviewed the building items that still need to be completed as part of the addition project.

Dovala reported that the staff members were very pleased with the bonuses given. Dovala reported that the Friends of the Amherst Public Library gave all staff members a nice gift at In-Service Day that was also very appreciated.

NEW BUSINESS

Dovala reported that he and Teets attended a meeting with other Lorain County Library Directors and Trustees to discuss the new allocation for PLF revenue in Lorain County. Dovala reviewed the agreed-on resolution, noting that the population of the Grafton Correctional Institution will be included in the service district population for Grafton-Midview Public library, but will be phased in over four years. Alexander moved, seconded by Dulmage, to accept Resolution # R-22-7-4, approving the PLF Distribution Formula as presented (copy attached). All present voted in favor.

MOTION PASSED

GIFTS & CORRESPONDENCE

Dulmage moved, seconded by Yorks, to accept Resolution # R-22-7-5, approving the following gifts:

- \$50.00 from Dennis White in honor of the library's Grand Opening
- \$500.00 from the Mihok Family in honor of Rose Mihok's 100th Birthday

All present voted in favor.

MOTION PASSED

PUBLIC COMMENTS

Alexander commented that every building project creates tension at home, and she thinks Dovala should take some well-deserved time off. Dovala reported that Alexander convinced him to have new furniture installed in his office. HBM Architects are currently looking at furniture options and will make a recommendation. Yorks commented that once all the ordered furniture has been installed, if any areas are lacking, the library should add more.

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Regular

COMMITTEE REPORTS
BUILDINGS & GROUNDS

Yorks commented that he was pleased with the aesthetic quality of the building's addition.

PERSONNEL none
FINANCE & AUDIT none

Yorks motion to adjourn. The meeting adjourned at 6:49 p.m.

President

Attest