

**Minutes
Clermont County Public Library
Board of Trustees
March 13, 2006**

Attending: William Johnston, Marion Crowwell, Lois Luyster, Patricia Pryor.

Absent: Joseph Braun, Susanna Phillips, Anthony Cardinal.

Staff: Lynn Baird, Maura Gray, Dave Mezack, Leslie Massey, Jacquie Sehr, Liz Fiene, Laura Eckert, Sue Riggs, Joann Kiser, Ann Mansfield, Pam Newman, Beth Lammerish.

Secretary Lois Luyster called the meeting to order at 6:00 P. M.

William Johnston made a motion to approve the February 13, 2006 Minutes as mailed. Motion seconded by Patricia Pryor. None opposed. Motion carried.

Clerk Treasurer's Report:

William Johnston made a motion to approve the Financial Report and bills paid. Marion Crowwell seconded the motion. Motion was unanimously passed by those present. Motion carried.

Marion Crowwell made a motion to approve Resolution #4 which is *to increase the appropriation in the General Fund*. William Johnston seconded the motion. Motion was unanimously passed by those present. Motion carried.

Patricia Pryor made a motion to approve Resolution #5 which is *to freshly appropriate funds in the General Fund*. Marion Crowwell seconded the motion. Motion was unanimously passed by those present. Motion carried.

Marion Crowwell made a motion to approve Resolution #6 which is *to appropriate funds in the Disabilities Grant Fund (210)*. Patricia Pryor seconded the motion. Motion was unanimously passed by those present. Motion carried.

Directors Report:

First managers' retreat was held and was successful. There was a trainer who spoke about managing teams.

Tim Kambitsch, Director of Dayton Metro Library, speaker on TEL Amendment was rescheduled to speak at the April meeting.

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ETM Meeting:

ETM is a group of libraries that are similar in size and budget to CCPL.

- Four of them are planning on May levies and several others are planning levy campaigns in August. They agreed that November is the worst time to have a levy campaign.
- They talked about keeping spending levels the same so as not to be penalized in 2007.
- Several of them are considering creating a fundraiser position.

Levy:

- Consensus to look into proposing an August levy. Will create a committee of Board members and library staff to work on it.
- Maura Gray passed out a levy handout that showed how a 1.75 mil levy would replace all money from the state.
- Leslie Massey explained that there are several things that will affect the library's funding like the TEL Amendment and the potential changes with the personal income tax funding.
- Current levy was passed in 1986 so the money it brings in is based on 1986 property values.
- We could pass a three year, five year, or a continuing levy.

The OLC Trustee Dinner is April 6 in Dayton. If any trustees would like to attend, please let Leslie Massey know.

Leslie Massey passed out a handout about the updated mission statement. The Board needs to pass a new mission statement so that the strategic planning process can continue.

Union Township Property:

- Handout was given out with space needs for the branch based on the Hennen Library Space Planner.
- Also used Dick Stein's office planner to look at space needs for Administration and Multimedia Resources.
- Based on that information, General Data is large enough for the library's needs. It will house everything comfortably with a bit of room to expand.

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- Union Township manager asked users if they would be more or less likely to visit the library if it was at the General Data location. 107 were less likely. 140 were more likely. 300 said it didn't make a difference.
- The Board's consensus was to move forward in negotiations about the price of the General Data property with the Union Township Trustees.
- Will also look into the costs associated with expanding the Doris Wood branch into the current Administration space.

Entertainment film circulation is still down but circulation on other films is up. Branches and Administration staff are receiving fewer complaints about the fees.

Unique Management Systems is at about a 50% recovery rate.

NEH Grant:

The library has been awarded a National Endowment for the Humanities Planning Grant which will be used to plan an Underground Railroad program. The program will feature visiting scholars, a daycamp for children, visits to Underground Railroad sites in Bethel, and a family activity night.

Human Resources:

Trustees made note of the following:

Resignation: Jeanette Longworth, Library Assistant at Bethel, effective March 22nd.

Marion Crosswell made a motion to approve the Drug Free Workplace Policy. Motion seconded by William Johnston. None opposed. Motion carried.

New Business:

There was no new business to discuss.

Patricia Pryor made the motion to adjourn. Motion seconded by William Johnston. None opposed. Motion carried.

President

Secretary