

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

Attending: Joseph Braun, Patricia Pryor, William Johnston, Anthony Cardinal, Susanna Phillips, Lois Luyster, Marion Crowwell.

Absent: None.

Staff: Leslie Massey, Maura Gray, Laura Eckert, Jacquie Sehr, Joann Kiser, Lisa Salyers, Liz Fiene, Marge Cook, Sue Riggs, Aaron Smith, Ann Mansfield, Linda Kline.

President Joseph Braun called the meeting to order at 6:00 P.M.

Patricia Pryor made a motion to approve the October 16, 2006 Minutes as mailed. Motion seconded by Susana Phillips. None opposed. Motion carried.

Clerk Treasurer's Report:

Marion Crowwell made a motion to approve the October 2006 Financial Report and the October bills paid. Lois Luyster seconded the motion. Motion was unanimously passed by those present. Motion carried.

Patricia Pryor made a motion to approve Resolution **2006-R-26** \$50.00 from the Family Connection Christian Academy in support of the Puppet Troupe. Susanna Phillips seconded the motion. Motion was unanimously passed by those present. Motion carried.

Director's Report:

Branch update:

Lisa Salyers gave a report about the Union Township Branch's recent activities. She spoke about an author visit, a haunted gingerbread house program. She also spoke of giving an interview to Kathy Lehr about the upcoming holiday gingerbread house program.

She spoke of how the closing of Clough Pike due to area construction is impacting circulation.

Collection Development Report:

A committee of Hilda Knepp, Katy Dettinger, Gail Roberts, and Holly Varley researched centralized versus non-centralized selection. They found that staff spent an average of 12.7 hours per week selecting items. Centralized selection will save \$106, 000 of staff labor time per year.

Open House:

The Staff Recognition Committee will be hosting a Holiday Open House on December 1 from 6:00-8:00 for the staff. Board members are invited to attend. Please let the Director know if you'd like to come.

Teens at the Bethel Branch:

There have been recent problems with unruly teenagers congregating at the Bethel Branch after school. The Library has hired security guards and is looking into other solutions like additional security cameras. Library staff is working with the local police force as well as the local schools in an effort to find a solution.

President Braun asked that the Board be kept informed of the situation.

Legislative Update:

Our Library participated in an Economic Benefit Study. On November 29, there will be an official press release and statement made in Columbus about the study. The Director will be attending.

Gifts:

Pizzas for Union Township's *Youth Teen Pizza Taste Off* were donated from Donatos, Gramma's, Pizza Hut, Domino's, LaRosa's, Portobello's Italian Restaurant, and Papa John's.

Staff:

The Director gave the Trustees a report about the Librarian I positions in the Library. She explained the position's duties and importance.

She noted that Joel Walters, Manager of Technical Services has returned to work on a part time basis.

Human Resources:

Trustees made note of the following:

Appointment: Sue Riggs, Manager at Bethel and Amelia; Beth Lammrish, Branch Supervisor at Amelia and Patty Szuszkiewicz, Branch Supervisor at Bethel.

Resignations: Kristen Frey, Youth Services at Union Township effective November 1st and Jenny Neltner, Youth Services at New Richmond effective November 3rd.

New Policies:

Susanna Phillips made a motion to approve the *Donation of Sick Leave, Transfer of Sick Leave, and Direct Deposit* (of compensable salary) Policies. Patricia Pryor seconded the motion. Motion was unanimously passed by those present. Motion carried.

Budget:

The Clerk Treasurer presented two budgets to the Board members; one proposed budget contained a 3% raise for staff and the other a 3.5% raise for staff. The President recommended the budget with the 3.5% raise because the staff is being asked to work harder; insurance costs increased; and the staff OPERS contribution is increasing in 2007.

Those affected by changes in the minimum wage law will not be receiving an additional 3.5% raise.

There was some discussion about the budget. The increased minimum wage is reflected in the proposed budget. Some of the Operating and Facilities budget has been moved from the General Fund and placed into Capital Improvements.

All Board members praised staff commitment to the Library.

Susanna Phillips made a motion to approve the B Formula Budget (3.5% staff raise). William Johnston seconded the motion. Motion was unanimously passed by those present. Motion carried.

The Director thanked Trustee William Johnston for his input about moving to a merit based raise system.

New Business:

A Nominating Committee was chosen; Susanna Phillips and William Johnston will be recommending officers at the December Board meeting.

Joann Kiser noted that Leslie Massey spoke about how domestic violence impacts the workplace at a YWCA function.

Patricia Pryor made a motion to adjourn. Susanna Phillips seconded the motion. Motion was unanimously passed by those present. Motion carried.

President

Secretary