

**Minutes
Clermont County Public Library
Board of Trustees
September 11, 2006**

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

Absent: Marion Crosswell.

Staff: Leslie Massey, Maura Gray, Dave Mezack, Jacquie Sehr, Liz Fiene, Laura Eckert, Sue Riggs, Joann Kiser, Ann Mansfield, Linda Kline.

Public: Ken Geis, Dave Woodke, Andy Brossart, Dan VogerPool

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

President Braun asked that we observe a moment of silence in memory of 9/11/2001.

Lois Luyster made a motion to approve the August 14, 2006 Minutes as mailed. Motion seconded by Susanna Phillips. None opposed, Motion carried.

Presentations:

Ken Geis and Dave Woodke from CUC made a presentation about the possible new branch for Union Township.

Andy Brossart and Dan VogerPool from 5/3 Bank made a presentation about the possible financing for the new branch.

Clerk Treasurer's Report:

Susanna Phillips made a motion to approve the August bills paid, August Financial Report, and Resolution R-2006-18. **Resolution R-2006-18** August donations: \$25.95 from Sylvia Lloyd to purchase *The Lighthouse* in memory of Myra Erion for the Batavia Branch; \$250.00 from Friends of the Milford-Miami Township Library for Youth and Adult Program Supplies. From New Richmond Friends of the Library \$299.88 for magazine adoptions. From Jean A. Nelson, \$16.97 to purchase a one year subscription of *Guideposts* in large print. From Friends of the Amelia Library, \$277.15 for Adopt-a-Magazine. Patricia Pryor seconded the motion. Motion was unanimously passed by those present. Motion carried.

Anthony Cardinal made a motion to approve Resolution R-2006-19 and Resolution R-2006-20. **Resolution R-2006-19:** Resolution to transfer cash from the General Fund (101) to the Services w/o Boundaries Grant Fund (210) and to appropriate the funds to reflect these changes. **Resolution R-2006-20:** Resolution to increase the appropriation in the Services w/o Boundaries Grant Fund (210). Lois Luyster seconded the motion. Motion was unanimously passed by those present. Motion carried.

Patricia Pryor made a motion to approve Resolution R-2006-21. **Resolution 2006-R-21:** Resolution to transfer appropriations from the Bethel Capital Projects Fund (407) to the General Capital Projects Fund (400).

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Susanna Phillips seconded the motion. Motion was unanimously passed by those present. Motion carried.

Sales Tax Issue

The Library paid sales tax on rental fees for entertainment films for January – March, 2006. The Library was notified by the Ohio Library Council that House Bill 530 stated that libraries no longer had to pay sales tax. When Maura Gray contacted the taxation department, she discovered that the Library is still required to pay sales tax. Information from OLC contradicted state requirements and led to current situation.

President Braun would like the Board to send a letter to OLC expressing dissatisfaction with their advice.

Director's Report:

Staff Recognition Committee:

Joann Kiser, chair of the Staff Recognition Committee told the Board of Trustees how much their commitment to the Library is appreciated and gave them all a padfolio.

Bethel Update:

Coordinator Liz Fiene gave a brief update about the Bethel Branch. She talked about how the new branch attracts 40-60 children after school each day and that the branch has moved up in circulation from 7th to 4th or 5th. She shared a photo album from the Underground Railroad Day Camp held at the branch over the summer.

Staff Development Day:

September 29th is Staff Development Day. The Library system will be closed so that all staff may participate. The Board is welcome to attend and have lunch with staff. We will be discussing issues related to the Strategic Plan at lunch. Please let the Director know if you're planning on attending.

Incident at the Bethel Branch:

An adult patron initiated inappropriate conversation with a minor in the branch. The police were called and the situation dealt with.

WLWT Channel 5 Request for Info:

WLWT Channel 5 asked for information about staff and customer complaints with regard to patrons accessing pornographic material online from 2005 and 2006. The Library has had very few complaints of this nature but sent the requested information.

Records Retention Policy:

Tabled for discussion until next meeting.

MyLibraryTV.com:

New service providing access to videos that the Library is exploring via a free trial period. The Library will be able to upload videos of things like the storytelling and puppet troupes.

Library Assistant Profile:

The Director created a description of Library Assistants in the system including demographics, duties, and results from two workload studies.

Gifts:

Susanna Phillips made a motion to accept From Cracker Barrel, supplies for Children's and Adults Summer Reading Program. *Fatal Decision* from Katherine J. Homing for the Amelia Branch. Patricia Pryor seconded the motion. Motion was unanimously passed by those present. Motion carried.

Human Resources:

Trustees made note of the following:

Resignations: Gail Roberts, Adult Services Librarian at Union Township effective September 8th; Valerie Zempter, Branch Manager at Bethel effective September 2nd.

Terrorist Organization Affiliation:

The Human Resources Manager gave Board members information about terrorist organizations and a form to be signed disavowing participation in those organizations.

Training:

Training about harassment will be finished by October. Training about the Library's drug policy has begun.

There was no new business to discuss.

Patricia Pryor made the motion to go Executive Session pursuant to ORC 121.22 (G2) to discuss property issues. Lois Luyster seconded the motion. Motion approved by voice vote: Anthony Cardinal, Aye; Joseph Braun, Aye; William Johnston, Aye; Lois Luyster, Aye; Patricia Pryor, Aye. None opposed. Motion carried.

Lois Luyster made a motion to come out of Executive Session. Motion seconded by Patricia Pryor. Motion approved by voice vote: Anthony Cardinal, Aye; Joseph Braun, Aye; William Johnston, Aye; Lois Luyster, Aye; Patricia Pryor, Aye. None opposed. Motion carried.

Susanna Phillips made a motion to adjourn. Motion seconded by Lois Luyster. None opposed. Motion carried.

President

Secretary