

**Minutes
Clermont County Public Library
Board of Trustees
April 9, 2007**

Attending: William Johnston, Patricia Pryor, Marion Crosswell, Anthony Cardinal, Joseph Braun.

Absent: Lois Luyster.

Staff: Leslie Massey, Liz Fiene, Jacquie Sehr, Dave Mezack, Tracey McCullough, Laura Eckert, Sue Riggs, Joann Kiser, Ann Mansfield, Aaron Smith.

Other: Doug Evans, Director of the Ohio Library Council.

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

OLC:

The Board invited the Director of the Ohio Library Council to speak at their monthly meeting.

President Braun asked what the Library receives for their membership dues. Mr. Evans said that the OLC is the professional association that represents public libraries, that they're an advocate for all 251 public libraries in the state. He also mentioned that institutional members have access to trustee newsletters and dinners.

He said that there are 2,800 individual members who receive educational information and general resources.

He also said that OLC is an advocate for libraries when talking to the governor, state legislators, attorney general, and state auditor. He said that OLC speaks with and informs these people about library funding.

He said that the OLC will testify in front of the House and Senate Finance Committee.

He added that the OLC will not be trying to get an exemption from sales tax for those libraries charging a fee for circulating their AV materials.

President Braun noted that the Library hasn't had a levy since 1985 and that while the Library charges for AV materials, we don't like charging the sales tax.

Anthony Cardinal asked about the OLC's tangible successes. Mr. Evans replied that the OLC does a lot of lobbying on behalf of public libraries. He said that the OLC has been instrumental in designing how libraries are funded and that if not for the OLC's efforts, Ohio libraries would have to rely solely on local governments for funding like many other states.

President Braun asked if the OLC takes a position on other legislation. Mr. Evans replied that the OLC does not take a position on non-library issues; he said that the OLC traces 5-10 bills per year.

Mr. Cardinal asked how OLC dues are calculated. Mr. Evans replied that institutional dues are calculated on a sliding scale based on what a library system receives from the LLGSF.

Patricia Pryor asked how many staff members are employed by OLC. Mr. Evans said that there are eleven OLC staff members; only one of whom has a library background.

President Braun mentioned that the Milford Schools have no school libraries so users in that area are more dependent on the Library. Mr. Evans said that as schools face tougher budget situations that's not an unusual scenario.

President Braun also mentioned that local legislators had said that they didn't remember having contact with Lynda Murray, the OLC lobbyist. Mr. Evans said that she attended every taskforce meeting. He added that she works in the background often and that she's a strategist with her time, spending time with the legislators that she thinks will have the most impact on library issues.

Mr. Evans added that there seems to be a disconnect between Ms. Murray and the local legislator and that it's his job to fix it.

President Braun said that he appreciated Mr. Evans traveling from Columbus to attend the trustees' meeting. Mr. Evans asked the Board to please let him know if he could answer any questions for them. He also added his appreciation for CCPL's support of OLC.

Patricia Pryor made a motion to approve the March 7, 2007, Minutes as mailed. Motion seconded by Marion Crowell. None opposed. Motion carried.

Clerk Treasurer's Report:

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

Patricia Pryor made a motion to pass **Resolution R-2007-05 Acceptance of Gifts to the Library**: From Iris Riggs, \$100.00 for support of Dreamweavers. From Jeffery and Jane Stein \$56.71 to adopt a magazine titled Better Investing for the New Richmond Branch Library. From the New Richmond Cub Scout Pack #155, \$65.00 toward the cleaning of the carpet at the New Richmond Branch Library. From the John Dorroh, \$30.00 for the purchase of a genealogy book at the Batavia Branch Library. From the Friends of the Library at New Richmond, \$250.00 for the Book Cart Drill Team trip to Washington DC. From an anonymous donor, \$9.51 for Adult Program at the Milford Branch Library. Marion Crowell seconded the motion. Motion was unanimously passed by those present. Motion carried.

President Braun asked about the donation for the Book Cart Drill Team. The Director explained that the Book Cart Drill Team is going to the American Library Association convention to compete and to attend the convention.

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Patricia Pryor made a motion to pass **Resolution R-2007-06 Declaring it Necessary to Request from Voters a Tax Levy for the Purpose of Current Expenses.** Marion Croswell seconded the motion. Motion was unanimously passed by those present. Motion carried.

President Braun said it's important that the public be aware that the Library has been providing quality service using 1985 funding levels. He continued that the staff and facilities deserve to be brought into the modern age.

He said it's important for the voters to know that the Library's been fiscally responsible and will be waiting a similar amount of time before asking for another levy.

The Director said that it's been over twenty years since a levy was passed. She said that the Library is missing opportunities.

President Braun said getting the Library's message out to the public is critical.

Dave Mezack said that the levy is important for the Library's technology and facilities. He said that the Library is currently maintaining those things but not progressing or improving.

Liz Fiene said that educating the public is very important and that cutting the materials budget means losing ground that will never be made up.

President Braun said that the levy will cost the average home owner the price of one hardcover book per \$100,000 tax value of their home per year.

Director's Report:

Amelia Branch:

The Director introduced Sue Riggs, the branch manager of the Amelia Branch. Ms. Riggs invited Board members to come back to the Amelia Branch in August for the Smithsonian Exhibit, Key Ingredients: American by Food.

She mentioned a very successful program, an Irish/ St. Patrick's Day celebration that the branch had recently presented which was underwritten by the Amelia Friends of the Library.

Ms. Riggs also mentioned that she splits her time between the Amelia and Bethel branches; she said that she's able to do this successfully because both branches have excellent Branch Supervisors and Amelia has a great Lead Library Assistant. Ms. Riggs said that staff at both branches communicate well.

Patricia Pryor asked her how she splits her time. Ms. Riggs said she works 2 days at one branch and 3 days at the other and then switches the next week.

Gifts:

Patricia Pryor made a motion to accept the following gifts:

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For the Doris Wood Library (Batavia) *Jokes from the School Bus* from Jerry Harwood; *The Adventure of Sheldon the Mushroom* from Sally Alford; and from Michelle

Emerling, *Fearless John: the Legend of John Beargrease*. *Grace Under Fire: Letters of Faith in Times of War* in memory of Joe Graser from Bill Graser for New Richmond Library. From Cathy Liggett, *Pitter, Patter, Coffee Tea or Molly?*, and *The Spy Next Door*, for Milford-Miami Township Library. From Williamsburg Township Emergency Services, a Heart Start Onsite Defibrillator, for the Williamsburg Library. Marion Crosswell seconded the motion. Motion was unanimously passed by those present. Motion carried.

Workflow:

Ms. Massey explained the workflow report conducted by the Technical Services Department. She said that the department is fast and efficient; doing more work with less staff. She added that the department has cut their budget.

Budget:

The Director said that the Clerk Treasurer will have a preliminary budget in May.

Milford Branch Temporary Closure:

The Director talked about the Milford Branch being closed in May; she sent a memo about everything taking place to Board members. She also had a press release sent out, explaining what will be happening. She said that she's trying to keep the public as informed as possible.

Joann Kiser, the Milford Branch Manager said that there have been several questions from the public and that education is the key.

Mr. Mezack said that there will be four semi trucks to house all of the items and an additional two trucks for the furniture. The project could be finished sooner; a lot is dependent on how easily the carpet comes up.

The Director added that the goal is to complete the project as quickly as possible.

Operations Update:

Lights at the Felicity Branch have been changed.

A heat exchanger had to be replaced at the Goshen Branch which cost \$5,000.

The latest bank of computers is being installed and the last of the server upgrades is taking place.

Plans and statistics:

The Director gave the Trustees copies of the Introduction to the Strategic Plan. She asked them to look at it. She'll have a draft version of the total plan in May for feedback.

She gave a progress report on the Director's Goals.

She talked about the process of applying for an LSTA Grant to expand the Library's services to pre-schoolers.

She's put into place as many ways as possible for the staff to communicate with Administration.

With regard to library use statistics, circulation is down but user contacts are up; currently looking into how to change the circulation statistics. There's been a drop in programs in part because the Library doesn't have the staff to plan and present programs.

Commendation:

She passed around the commendation for Susanna Phillips service on the Board of Trustees from the Ohio House of Representatives. The commendation will be framed and then sent to Ms. Phillips.

Human Resources:

Resignation: Teri Childers, Administrative Assistant (Administration) effective April 6th.

Human Resources staff has been working on updating the Staff Handbook; the goal is for the Board to read and approve all changes in June.

No public discussion.

Patricia Pryor made the motion to go to Executive Session pursuant to ORC 121.22 (G1) to discuss personnel issues. Marion Croswell seconded the motion. Motion approved by voice vote: Patricia Pryor, Aye; Marion Croswell, Aye; Joseph Braun, Aye; Anthony Cardinal, Aye; William Johnston, Aye.

Patricia Pryor made the motion to come out of Executive Session. Marion Croswell seconded the motion. Motion approved by voice vote: Patricia Pryor, Aye; Marion Croswell, Aye; Joseph Braun, Aye; Anthony Cardinal, Aye; William Johnston, Aye.

Anthony Cardinal made the motion to adjourn the meeting. Patricia Pryor seconded the motion. Motion was unanimously passed by those present. Motion carried.

President

Secretary