

**MINUTES**  
**CLERMONT COUNTY PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**August 8, 2005**

Attending: Lois Luyster, Joseph Braun, Marion Crowell, and Barbara Wiedenbein.

Absent: Jean Schmidt, Susanna Phillips, and Anthony Cardinal

Staff: Leslie Massey, Jacquie Sehr, Bill Jenny, Dave Mezack, Lynn Baird, Ann Mansfield, and Lisa Salyers.

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

Barbara Wiedenbein made a motion to approve the July 11, 2005, Minutes as mailed. Motion seconded by Lois Luyster. None opposed. Motion carried.

**Clerk Treasurer's Report:**

Bill Jenny reviewed budget items. Barbara Wiedenbein made a motion to approve the July 2005 Financial Report. Motion seconded by Lois Luyster. Motion was unanimously passed by those present. Motion carried.

Marion Crowell made a motion to approve bills paid. Motion seconded by Barbara Wiedenbein. Motion was unanimously passed by those present. Motion carried.

Trustees reviewed the credit card activities from January through June.

Cash Gifts: Barbara Wiedenbein made a motion to accept the following cash gifts and approve appropriations:

- ➔ \$75.00 from Goshen Friends of the Library to purchase Harry Potter books for the give-away. (Since these books will not be added to our collection, this is simply a pass-through transaction, and no appropriations need to be changed.) \$335.11 from Goshen Friends of the Library for Adopt-a-Magazine and increase appropriation of line 42000-Periodicals.
- ➔ \$1,606.00 from SBC as an e-rate reimbursement and increase appropriation of line 55300-Computer hardware..

Motion seconded by Lois Luyster. Motion was unanimously passed by those present. Motion carried.

Lois Luyster made a motion within fund 407-611 Plane Street Bethel Capital Project, to transfer budget of \$1,426.00 and \$637.00 from line 52000-Lane Improvements into lines 39000-Other Purchased Services and 53000-Building, respectively. Motion seconded by Barbara Wiedenbein. Motion was unanimously passed by those present. Motion carried.

**Director's Report:**

Leslie Massey introduced Lisa Salyers, Union Township Branch Manager, who spoke about the great Harry Potter party and other programs held at the branch. Lisa pointed out that new areas were created in the branch for teens and children by moving the shelves around.

Received \$750 from Sam's Club for ESL for adults; reviewed a computer program that would make the WebOpac look more like an actual website; staff and members of the Friends Group worked at the Library's booth at the Clermont County Fair; the Book Cart Drill Team has been invited to perform for a GCLC event; and the Summer Reading Program reached the goal of reading 2,000,000 pages.

Gifts: Barbara Wiedenbein made a motion to accept youth program supplies from Girl Scout Troop 891 for Amelia. Motion seconded by Marion Crowell. Motion was unanimously passed by those present. Motion carried.

Legislative Update: Discussed the Tax Expenditure Limitation (TEL) Amendment which, if approved, impacts a tax levy because it restricts what the library can do.

**Operations:**

Bethel: The sewer lateral has been replaced for \$21,000 and the parking lot will receive a final grading. Everything has been transferred from the old building to the new building. The old building is valued at \$250,000.

Milford Replaced two HVAC units and Leslie will be sending the owner of Mayansun a timeline of the issues regarding the property.

WiFi installation: Cincinnati Bell has completed the installation of their wireless WiFi spots in all facilities except Felicity. This service is available through zoomtown and fuse.

Union Township: Discussed proposals from Trautmann – will look into it. In the meantime, the Library will look at prices on some remodeling at Union Township.

Fees for Non-Print Materials: Discussed charging fees for feature films, and the potential for charging for use of the meeting rooms as well as for the use of the Internet. Leslie Massey and staff strongly opposed to charging for the Internet. Cincinnati Public will probably be charging for non-print materials. Recommend charging for feature films, VHS TV series, but not for use of meeting rooms and the Internet. Some effort needs to be made to demonstrate our willingness to augment the budget funds from the state and also show some responsiveness to the state legislators. One vendors license is enough for the entire system. Leslie Massey will present some information on the costs and estimated income if we begin charging fees for feature films, at the September meeting. Will revisit the issue of charging for the Internet after January.

**Materials Collection Service:** A representative from Unique Management Services will be meeting with staff on September 1<sup>st</sup>. In order to utilize their services, it would be necessary to purchase a module for the Innovative system. The Library sets the parameters for the program. Barbara Wiedenbein made a motion to approve engaging Unique Management and the payment of \$10,000 to upgrade the system. Motion seconded by Marion Croswell.

**Human Resources:**

Trustees made note of the following:

**Appointments:** Karen West, Library Assistant at Owensville effective August 8<sup>th</sup>.

**Promotion:** Tina Cox from Page at Goshen to Library Assistant at Owensville, effective August 4<sup>th</sup>.

**Resignation:** Karen Kretchman, Assistant to Clerk Treasurer, effective September 2<sup>nd</sup>.

**New Business as Introduced by the Board:**

Anticipating a resignation from Jean Schmidt, the trustees joined Joe Braun in recommending to the Commissioners that they consider reappointing Phil Petrey to the Board which would provide some continuity.

Lois Luyster made a motion to adjourn. Motion seconded by Marion Croswell. None opposed. Motion carried.

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President

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Secretary