

Minutes
Board of Trustees
Licking County Library
Regular Meeting
May 20, 2010

The Board of Trustees of the Licking County Library met in regular session on Thursday, May 20, 2010 in the 2nd floor Conference Room of the Newark Library. President Mr. Barry M. Riley called the meeting to order at 4:00 p.m. The following trustees answered the roll call of Secretary, Kathy Myers: Mr. Martin (Marty) Altmaier, Mrs. Ruth Campolo, Mr. Thad Claggett, Mrs. Kathy Myers, Mr. Barry Riley, and Mr. Don Urban.

Trustee Excused: Martha (Marty) Morrison

Staff Present: Mr. Steven Hawk, Mrs. Babette Wofter, Mrs. Sandra Lodge and Ms. Amber Schaaf.

Mr. Altmaier MOVED and Mr. Urban SECONDED to adopt the agenda as presented for the meeting. Roll call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

010-024
Adoption of
Agenda

Minutes

Ms. Morrison MOVED and Mr. Claggett SECONDED to approve the minutes of the March 18, 2010 meeting as submitted. Roll call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

010-025
Approval of
Minutes

Announcements, Presentations, Correspondence

Mr. Riley thanked everyone who helped make the levy passing possible and all their time and dedication. Mr. Riley thanked the board of trustees, various staff members and the PAC committee.

Mr. Hawk broke down the voting districts as to which ones the library won and which districts the library lost in.

Mr. Riley received a very nice thank you letter from Jeannetta Pyle and that she was moved by the James W. Pyle Reading Room dedication ceremony. Mr. Riley also received a very nice thank you letter from Mr. Pyle's good friend Mr. Robert Howarth.

Committee Reports

Finance Committee Report

Mr. Hawk reported on the April 15, 2010 Finance Committee Meeting. Mr. Hawk recommended approval of the financial reports for the month of March and the committee reviewed the reports from the Fiscal Officer regarding bills, payrolls and transfers. Mrs. Campolo MOVED and Mr. Urban SECONDED, that approval be given to the March 2010 reports as submitted. Roll call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

010-026
**Approval of
March
Financials**

Fiscal Officer's Report

The financial reports for April 2010 financial reports, bills, payrolls and investments were presented to the board for their approval. The balance in the General Fund at the end of April was \$299,443.10. Receipts in the General Fund at the end of April were \$178,451.28 which included the State Income Tax distribution of \$167,949.25. Disbursements in the General Fund for April totaled \$212,924.44. Receipts in the Building & Repair Fund totaled \$22.27 and disbursements totaled \$0.00. Receipts in the Criss Fund totaled \$6.44 and disbursements totaled \$5,000.04. Mr. Urban MOVED and Mrs. Myers SECONDED that the April financial reports, bills, payrolls and investments be approved. Roll call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

010-027
**Approval of
April Financials**

Gifts

Mr. Urban MOVED and Mrs. Campolo SECONDED that the following gifts be accepted:

010-028
**Approval of
Gifts**

Restricted:

\$117.00 from the Newark Rotary Club to purchase
STEM educational titles.

\$25.00 from the Licking County Aging Program to purchase
Draw and Tell Books

\$95.00 from St. Francis De Sales Book Club to purchase
Series books

\$400.00 from The Saturday Review Club to be used
at the Utica Branch

Unrestricted:

\$1327.28 for the CoCo Key Library Fundraiser

Items:

5 Paperback books and 2 Hardback books from Elizabeth Wood

1 Copy of "Why I Believe in the Rapture" by Michael L. Palladino, Sr. for the Utica Branch Library from Michael and Barbara Palladino

1 Paperback book, 6 Hardback books and 17 videos
From Mona Blust

4 Front covers, clear cover, 4 back cover, vinyl cover and
Coil bindings for reference books from Dan Fleming

1 Paperback book and 14 Hardback books from
Tanya Anderson

1 Paperback book from Joe Tebben

1 Paperback, 6 Hardbacks and 17 videos from Mona Blust

1 Paperback book "Why I Believe in the Rapture" by
Michael L. Palladino, Sr. from Michael & Barbara Palladino
For the Utica Library collection

9 DVD's from Sadie Smith

1 set of Encyclopedia's vol 1-25 from Mary Crumine

12 Hardback books from Beverly Donaldson

41 Scrapbooks of clippings regarding the Commissioners
Office from 1973-2009 from the Licking County
Commissioners Office

3 Magnifiers for the visually impaired from the
Licking County Vision Center

6 Paperback books from Katie Creiglow

Roll call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

Director's Report

Personnel Report

Mrs. Myers MOVED and Mr. Urban SECONDED that the following personnel changes be approved:

Appointments

Michele Woodruff Emerson R. Miller Branch/Part-Time Clerk II
Grade 2/Step A Effective: 04.05.10

Resignations

Monica Amore Emerson R. Miller Branch/Part-Time Clerk II
Effective: 04.03.10 Date of Hire: 12.28.09

Roll call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

Other

Mr. Hawk thanked the board for making the levy campaign a huge success and for all their hard work and efforts.

Old Business

Mr. Riley asked the board members if they have given any thought as to whether or not they want to keep the PAC intact or disband the PAC. He explained that if the PAC is intact then they can continue having fundraisers and so forth now for the future when it comes time to renew the levy. The board agreed that the PAC should stay intact.

010-029
Approval of
Personnel
Changes

New Business

The Search Committee Meeting for the new Director will be held on May 25, 2010.

The Personnel Committee Meeting will be announced at a later date.

Mr. Altmaier MOVED and Mr. Urban SECONDED to go into executive session to discuss a personnel matter.

Roll call: Mr. Altmaier, Yes; Mrs. Campolo, Yes; Mr. Claggett, Yes; Mrs. Myers, Yes; Mr. Riley, Yes; and Mr. Urban, Yes. The President declared the motion passed.

Upon reconvening in public session and there being no further business, the President declared the motion adjourned at 4:58 p.m.

The next meeting will be held on Thursday, July 15, 2010 at 4:00 p.m. in the second floor Conference Room at the Newark Library of the Licking County Library.

010-030
Executive
Session