President Virden called the meeting to order at 5:06 p.m.

Roll Call

Present: Mr. Dore, Ms. Hatch, Ms. Holmes, Mr. Kovach, Ms. Novak, Ms. Tomas, Mr. Virden, Ms. Holmes (5:08 p.m.)

Approval of Officers

#2015-001 Approval of Officers

Mr. Kovach moved, Ms. Tomas seconded that the following slate of officers for 2015 be approved:

Homer Virden, President
Edwin Kovach, Vice President
Susan Hatch, Secretary

Roll Call: yeas, unanimous

Statement of Expectations for Trustees was read aloud by the new Board President.

2015 Committees

President Homer Virden appointed the following Board committees:

Library Services & Personnel: Philip Dore, Chair
Elaine Novak
Susan Hatch

Finance, Audit & Properties: Garalynn Tomas, Chair
Mallory J. Holmes
Edwin Kovach
2015 Committees (continued):

Trustee Development & Nominating: Edwin Kovach, Chair
Garalynn Tomas
Susan Hatch

Lorain Co. Trustees Council: Mallory J. Holmes, Representative
Philip Dore, Alternate

2015 Meeting Dates

President Homer Virden set the following 2015 Board meeting dates, times and locations:

<table>
<thead>
<tr>
<th>Dates*</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 19, 2015</td>
<td>Main Library</td>
</tr>
<tr>
<td>March 19, 2015</td>
<td>North Ridgeville</td>
</tr>
<tr>
<td>April 16, 2015</td>
<td>Domonkas</td>
</tr>
<tr>
<td>May 21, 2015</td>
<td>Columbia</td>
</tr>
<tr>
<td>June 18, 2015</td>
<td>South</td>
</tr>
<tr>
<td>July 16, 2015</td>
<td>Main Library</td>
</tr>
<tr>
<td>August 20, 2015</td>
<td>Main Library</td>
</tr>
<tr>
<td>September 17, 2015</td>
<td>Avon</td>
</tr>
<tr>
<td>October 15, 2015</td>
<td>Main Library</td>
</tr>
<tr>
<td>November 19, 2015</td>
<td>North Ridgeville</td>
</tr>
<tr>
<td>December 17, 2015</td>
<td>South</td>
</tr>
</tbody>
</table>

*Mallory Holmes arrived at 5:08pm

Appointments

#2015-002 Appointment of Chief Fiscal Officer and Assistant Fiscal Officer

Mr. Kovach moved, Ms. Tomas seconded to appoint James M. Wilson, Chief Fiscal Officer and Clerk of the Board and Sheila D. Lanning, Assistant Fiscal Officer through the 2016 Organizational Meeting, upon execution of a surety bond in the amount of $100,000.

Roll Call: yeas, unanimous
Regular Business

Mr. Virden asked if anyone had a conflict of interest with the business being presented at this meeting, and no board member indicated a conflict of interest.

#2015-003  Approval of Minutes

Ms. Tomas moved, Ms. Holmes seconded that the minutes of the December 18, 2014, meeting be approved.

Roll Call: yeas, unanimous

#2015-004  Approval of Fiscal Officer’s Report

Mr. Kovach moved, Ms. Tomas seconded that the Fiscal Officer’s Report for the year ending December 31, 2014, be approved.

Mr. Wilson reported the year end financials. The cash balance at year end was $8,688,028. The cash balance and operating government funds were $6,480,931 of which $6,291,953 was unencumbered. The Revenues for the year totaled $8,469,336 which represented 101.7% of the estimated annual revenues. The expenses for the year totaled $8,691,866 which represented 89.6% of the estimated expenses. The expenses for the year plus encumbrances were $8,912,931 which represented 91.9% of estimated expenses.

The overall loss for the year was $222,530, which was approximately $1,000,000 better than the estimated net loss. The primary reasons were higher revenues of $200,000, lower personnel costs of $500,000 due to attrition and the implementation of the partially self-funded health insurance plan, tight controls over purchased and contracted services saved $300,000 and money not expended on equipment and furnishings of $130,000.

There was one correspondence item and no public records requests and.

There were two additional resolutions added to the agenda, #2015-013 Approval of Depositories and #2015-014 Authorization to Enter into a Partnership on a Grant Application.

Roll Call: yeas, unanimous
Regular Business (continued):

Report of the Director

Ms. Eldridge welcomed everyone to the Avon Branch and encouraged board members to look around at the recent improvements. The library is continuing to ask patrons to contact legislators in reference to restoring the PLF funding to 2.22%. There will be a meeting on February 20, 2015, with Representative Terry Boose at Herrick Memorial Library in Wellington. There will also be a Meeting with State legislators Senator Gayle Manning and Representative Nathan Manning at the North Ridgeville Branch on February 27, 2015, at 10:30 a.m. The Ohio Library Council Trustee Workshop is March 14, 2015.

Community Events

The Lorain Negro Business and Professional Women’s Club wants to honor Ms. Eldridge on April 25, 2015.

January 10, 2015, Ms. Eldridge attended “Speak Up Speak Out” at Lorain City Hall.

The North Ridgeville State of the City was held on January 15, 2015.

Ms. Eldridge will be attending the N.A.A.C.P.’s Martin Luther King, Jr. program being held on January 18, 2015, at Greater Saint Matthew A.M.E. Church and a celebration at Greater Victory Church.

Domonkas Branch will be having a Martin Luther King, Jr. program on Saturday, January 17, 2015, at 12:00 p.m.

Ms. Eldridge will also be attending the Martin Luther King, Jr. program being held at the Main Branch on January 19, 2015.

Ms. Eldridge will use vacation time and her financial resources to travel to Chicago from January 30, 2015, through February 2, 2015, to attend the ALA Midwinter Conference.

Facilities

Columbia flooding remediation is still on hold. Lorain County has been working on a plan for Columbia Township to approve.
Regular Business (continued):

Report of Director (Facilities continued):

The Toni Morrison Reading Room has been completely refurbished, Ms. Eldridge invited board members to visit the room before February’s meeting which will be held at the Main Branch. The Bookmobile has been taken off the road indefinitely because it needs a new generator at a cost of $10,000. Bookmobile patrons are still receiving services through the Books by Mail outreach program. Ms. Eldridge, Ms. Whitney and Ms. Betting are looking into more efficient ways to offer services to these patrons. Ms. Eldridge believes this is an opportunity to reinvent ourselves. The new outreach ideas will be brought to February’s Library Services and Personnel Committee Meeting and will be discussed at the February board meeting as well.

Strategic Plan

The Board Retreat is scheduled for June 6, 2015, from 10 a.m. to 2 p.m. There will be a Board Focus Group immediately following the March 19, 2015, board meeting.

Donations

The North Ridgeville Corn Festival Committee donated $2,000 to the Library Foundation to be used at the North Ridgeville Branch.

Report of the Assistant Director

Ms. Whitney commented she and Ms. Eldridge had a meeting with SEIU 1199 on January 15, 2015, where they had several questions about the reassigning of TSD (Technical Services Department) staff.

Branch Updates

The end panels for bookshelves at the Avon Branch have been installed. Flooding remediation at the Columbia Branch remains on hold. Front door and sidewalk projects at the Domonkas Branch are complete. The shelving project for the North Ridgeville Branch is progressing. There are currently no projects pending at the South Branch.
Regular Business (continued):

Committee Reports

Library Services and Personnel Committee last met on December 30, 2014, where Ms. Novak, Mr. Dore and Mr. Virden were present. They immediately went into an executive session and agreed to recommend raises for administrators’ salaries of three percent (3%). The committee requested documentation to show salary comparables so they can look objectively at the salaries of the administrators.

There were no communications for the Fraud Hotline.

Communications

Mr. Wilson commented that Library Board Members received an email from Christine Bay who had questions regarding the hold time on reserved materials being changed from ten days to six days and Sunday hours being moved to the South Branch. Mr. Wilson advised it doesn’t affect board policies. Ms. Eldridge stated the hold time change was a decision made by the supervisors who agreed that without this policy the items were being held too long. The six day hold time will allow library materials to circulate more frequently to all library patrons.

Audience Participation

Supervisor
Donna Kelly offered a tour to the board members following the meeting to show them how building improvements have benefited the Avon Branch.

Friends
Columbia Friends last meeting was December 16, 2014. The next book sale will be in April of 2015.

Avon Friends approved a donation to the Columbia Library Levy Committee.

Domonkas Friends last meeting was January 13, 2015. The next meeting will be April 14, 2015. A donation was given to the Columbia Library Levy Committee. There will be a March Madness Mini book sale from March 16-March 20, 2015, where there will be books for sale on carts at the Domonkas Branch.

North Ridgeville Friends last meeting was January 5, 2015. The next book sale is January 22 – January 25, 2015. The next meeting will be March 2, 2015. A donation was given to the Columbia Library Levy Committee.
Regular Business (continued):

Audience Participation (Friends continued):


Foundation

Nothing to report.

New Business

#2015-005 Approval of Personnel Appointments

Mr. Kovach moved, Ms. Tomas seconded to approve the following personnel appointments:

- Debra Jackson, Manager-on-Call, temporary, full-time, system-wide for the Lorain Public Library System, effective January 15, 2015, as needed through April 15, 2015, and may be terminated at anytime subject to the needs of the Library, at an hourly rate of $20.00, grade EK.

Roll Call: yeas, unanimous

#2015-006 Approval of Surplus Property

Ms. Tomas moved, Ms. Novak seconded to approve the disposal of the following materials pursuant to Board Policy 2.02 which were withdrawn from January 1 through December 31, 2014 due to being outdated, in poor condition, or duplicate copies no longer in demand:

for a total of 79,965 items that have been withdrawn from circulation

Roll Call: yeas, unanimous

#2015-007 Acceptance of Donations/Grants

Mr. Kovach moved, Ms. Holmes seconded to accept donations/grants as follows:

Katherine Hageman Trust – Foundation Distribution $ 28,605.46
Anonymous Donor - Domonkas Branch Library $ 5,000.00
Barbara Sutton – for North Ridgeville Branch $ 1,000.00

Roll Call: yeas, unanimous
New Business (continued):

#2015-008 Approval of 2015 Permanent Budget Revenues – General and Levy Funds

Ms. Novak moved, Ms. Tomas seconded to approve the permanent budget revenues for the general and levy funds for 2015:

<table>
<thead>
<tr>
<th>2015</th>
<th>GEN FUND</th>
<th>LORAIN LEVY</th>
<th>AVON LEVY</th>
<th>DOM LEVY</th>
<th>NR LEVY</th>
<th>COL LEVY</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1100 PUBLIC LIBRARY FUND</td>
<td>$3,751,074</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$3,751,074</td>
</tr>
<tr>
<td>1200 TAX LEVIES</td>
<td>-</td>
<td>$2,253,216</td>
<td>$438,654</td>
<td>$324,218</td>
<td>$1,243,611</td>
<td>$360,019</td>
<td>4,619,718</td>
</tr>
<tr>
<td>3000 FINES, FEES, ETC.</td>
<td>127,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>127,000</td>
</tr>
<tr>
<td>4000 INTEREST ON INVEST</td>
<td>5,987</td>
<td>2,700</td>
<td>1,331</td>
<td>519</td>
<td>3,798</td>
<td>555</td>
<td>14,890</td>
</tr>
<tr>
<td>5000 CONTRACTS/OTHER ENT</td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>6000 GIFTS/BEQUESTS</td>
<td>1,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1,000</td>
</tr>
<tr>
<td>8000 SALES/REFUNDS/MISC.</td>
<td>6,600</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,600</td>
</tr>
<tr>
<td>9000 FUND TRANSFERS</td>
<td>909,386</td>
<td>140,434</td>
<td>60,532</td>
<td>195,316</td>
<td>49,959</td>
<td></td>
<td>1,355,627</td>
</tr>
<tr>
<td>TOTAL EST. REVENUE</td>
<td>$3,891,661</td>
<td>$3,165,302</td>
<td>$580,419</td>
<td>$385,269</td>
<td>$1,442,725</td>
<td>$410,533</td>
<td>$9,875,909</td>
</tr>
</tbody>
</table>

Roll Call: yeas, unanimous

#2015-009 Approval of 2015 Permanent Budgeted Revenues – Other Funds

Mr. Kovach moved, Ms. Holmes seconded to approve the permanent budget revenues for other funds for 2015:

Fund No.  Fund Name             Account Name      Amount  
203      Summer Reading          Contributions  $  23,932  
204      Family Read Aloud       Contributions  
215      Book/Memorial Fund      Contributions Avon 10,000  
                                              Contributions Columbia 2,000  
                                              Contributions Domonkas 2,000  
                                              Contributions N. Ridgeville 2,000  
                                              Contributions South 2,000  
401      Building & Repair Fund  Interest on Investments 10,000  
451      Capital Improvements Fund Interest on Investments 250  
701      Hageman Trust Fund      Interest on Investments 100  
                                              Contributions 27,000  
                                              Interest on Investments 15  
702      Stocker Trust Fund      Interest on Investments 1  
801      Kurtz/Male              Interest on Investments 25  
803      Domonkas Trust          Employee HRA Contributions 14,454  
901      HRA Fund                Employee HRA Contributions  
                                              TOTAL $ 95,777  

Roll Call: yeas, unanimous
New Business (continued):

#2015-010 Approval of 2015 Permanent Appropriations Budget

Ms. Novak moved, Mr. Kovach seconded to approve the 2015 Permanent Appropriations Budget as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>General Fund</td>
<td>$ 4,083,864</td>
</tr>
<tr>
<td>110</td>
<td>N Ridgeville</td>
<td>1,541,142</td>
</tr>
<tr>
<td>112</td>
<td>Avon</td>
<td>699,595</td>
</tr>
<tr>
<td>120</td>
<td>Columbia</td>
<td>537,795</td>
</tr>
<tr>
<td>122</td>
<td>Domonkas</td>
<td>482,343</td>
</tr>
<tr>
<td>130</td>
<td>Lorain</td>
<td>3,196,445</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>$ 10,541,094</strong></td>
</tr>
<tr>
<td>203</td>
<td>Summer Reading</td>
<td>29,392</td>
</tr>
<tr>
<td>204</td>
<td>Family Read Aloud</td>
<td>5,332</td>
</tr>
<tr>
<td>205</td>
<td>Project Lite</td>
<td>-</td>
</tr>
<tr>
<td>215</td>
<td>Book Memorial</td>
<td>100,000</td>
</tr>
<tr>
<td>401</td>
<td>Building &amp; Repair</td>
<td>602,436</td>
</tr>
<tr>
<td>451</td>
<td>Capital Improvement</td>
<td>-</td>
</tr>
<tr>
<td>701</td>
<td>Hageman</td>
<td>20,800</td>
</tr>
<tr>
<td>702</td>
<td>Stocker Trust</td>
<td>-</td>
</tr>
<tr>
<td>803</td>
<td>Domonkas Trust</td>
<td>-</td>
</tr>
<tr>
<td>901</td>
<td>HRA Fund</td>
<td>14,454</td>
</tr>
</tbody>
</table>

Total: **$ 11,313,308**

Roll Call: yeas, unanimous

#2015-011 Approval of Fund Transfers

Mr. Kovach moved, Ms. Novak seconded to authorize the following fund transfers, as per the 2015 Appropriations Budget:

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>101-01-59999 Tx General Fund</td>
<td>110-00-49999 Tx In N. Ridgeville Levy</td>
<td>$ 195,316</td>
</tr>
<tr>
<td>101-01-59999 Tx General Fund</td>
<td>112-00-49999 Tx In Avon Levy</td>
<td>$ 140,434</td>
</tr>
<tr>
<td>101-01-59999 Tx General Fund</td>
<td>120-00-49999 Tx In Columbia Levy</td>
<td>$ 49,959</td>
</tr>
<tr>
<td>101-01-59999 Tx General Fund</td>
<td>122-00-49999 Tx In Domonkas Levy</td>
<td>$ 60,532</td>
</tr>
<tr>
<td>101-01-59999 Tx General Fund</td>
<td>130-00-49999 Tx In Lorain Levy</td>
<td>$ 360,850</td>
</tr>
<tr>
<td>401-01-59999 Tx Building &amp; Repair Fund</td>
<td>130-00-49999 Tx In Lorain Levy</td>
<td>$ 375,000</td>
</tr>
<tr>
<td>101-01-59999 Tx General Fund - Occupancy</td>
<td>130-00-49999 Tx In Lorain Levy</td>
<td>$ 173,536</td>
</tr>
</tbody>
</table>

Roll Call: yeas, unanimous
New Business (continued):

#2015-012 Approval for Fine Forgiveness Month

Ms. Novak moved, Ms. Holmes seconded to approve 2015 National Library Week “Unlimited Possibilities @ Your Library” from April 1–30, 2015, and to forgive one half of outstanding fines during that month.

Roll Call: yeas, unanimous

#2015-013 Approval of Depositories

Mr. Kovach moved, Ms. Holmes seconded to recommend the following list of depositories for public funds for the period February 2015 through February 2020:

Buckeye Community Bank
Fifth Third Bank
Lorain National Bank

Dollar Bank
First Merit Bank

and declares that $500,000 are designated as inactive deposits (ORC 135.13).

Roll Call: yeas, unanimous

#2015-014 Authorization to Enter Into a Partnership on a Grant Application

Ms. Hatch moved, Ms. Tomas seconded to authorize the Library Director and CFO to partner with Harrison Cultural Community Center on a applying for a Big Read grant from the National Endowment for the Arts for up to $20,000.

Roll Call: yeas, unanimous

#2015-015 Approval to Enter into Executive Session to Discuss Personnel Matters.

Ms. Holmes moved, Ms. Novak seconded at 5:50 p.m. to approve adjourning to Executive Session to discuss administrative salaries and collective bargaining.

Roll Call: yeas, unanimous

Reconvened: 6:10 p.m.
Board of Trustees
January 15, 2015

New Business (continued):

#2015-016 Approval of Administrative Salaries
Mr. Kovach moved, Ms. Novak seconded to increase salaries for the Library Administrators, effective the first pay of 2015, by the following percentages:

Joanne Eldridge, Director Three Percent (3%)
Toni Whitney, Assistant Director Three Percent (3%)
James Wilson, CFO Three Percent (3%)

Roll Call: yeas, unanimous

Other Agenda Items
Mr. Wilson requested Mr. Virden and Ms. Eldridge to participate in a meeting of the Record’s Commission at 4:30 p.m. before the February 19, 2015, board meeting.

Next Meeting
Library Services & Personnel Committee
February 12, 2015 at 5 p.m.
Main Library, Meeting Room C

Regular Board Meeting
February 19, 2015 at 5 p.m.
Main Library, Meeting Room C

Adjournment Time: 6:11 p.m.

Attest:

[Signatures]

President
Secretary