

**LORAIN PUBLIC LIBRARY SYSTEM**

**Lorain, Ohio**

Minutes

Lorain Public Library System

Thursday, September 17, 2009, 5:00 p.m.

Avon Branch Library, 37485 Harvest Drive, Avon, Ohio

Regular Business Meeting

**Roll Call**

Mr. Petersen called the meeting to order at 5:10 p.m.

Present: Mr. Petersen, Ms. Tomas, Mr. Campana, Ms. Penwell, Mr. Kovach

**Regular Business**

**#2009-088 Approval of Minutes**

Mr. Campana moved, Mr. Kovach seconded that the minutes of the August 20, 2009 meeting be approved.

**Roll Call:** yeas, unanimous

**#2009-089 Approval of Chief Fiscal Officer's (CFO's) Report**

Mr. Kovach moved, Mr. Campana seconded that the CFO's Report for the month ending August 31<sup>st</sup> be approved.

Mr. Wilson reported to the Board that the month end cash balance was \$9,765,496. Revenues for the year were \$6,604,952, 73.4% of the estimated \$8,997,809 annual revenues without transfers or advances. Expenses plus encumbrances totaled \$7,673,516 or about 55.8% of the budget.

Mr. Wilson said that the real estate tax exemptions for the Cornell Place property have finally been approved. A partial reimbursement has been received.

Regarding Public Records, Mr. Wilson reported that Bob Barnhart, retired Superintendent of Avon City Schools, requested site dimensions for the current Avon Branch Library.

Mr. Wilson stated that Lorain National Bank informed the library that one of the banks that we invested with, through the CDARS Program, has failed. FDIC insurance provided 100% coverage and Lorain National Bank reinvested the money at the same rate through maturity.

### **Report of the Director**

Ms. Eldridge said, "Good afternoon and welcome to Avon Branch Library". She then thanked Doug and Kathy Petersen and Charlotte Picha for the refreshments.

Ms. Eldridge reminded the Board of the upcoming Staff Development Day on October 7, 2009, and that all library locations including the Bookmobile will be closed for that day.

Ms. Eldridge informed the Board that Ms. Sandy Logar, of Central Supplies, said the library had won a \$250 gift certificate from Demco Library Supplies.

### **Report of the Assistant Director**

Ms. Whitney said hello to everyone and welcome to Avon Branch Library.

Ms. Whitney mentioned her attendance at the Lorain County Fair Breakfast and that it was fun. She also noted that the attendance at the fair was down over all, however after the torrential rains on Friday, Saturday's attendance at the library booth was very brisk with 1100 people stopping by! Ms. Whitney said the library staff's help at the fair was commendable and that all of the trinkets were given away.

Ms. Whitney reported that Librarian Supervisor Sandra Mitchell asked for directional signs from the Columbia Township Trustees, who denied the request. Ms. Mitchell then wrote County Engineer, Ken Carney, who wrote to ODOT requesting their approval for the signs. Mr. Carney will have the signs placed, once ODOT approval has been issued.

Ms. Whitney attended the Lorain Friends of the Library Potluck dinner held at the South Branch Library. She said it was a very nice evening.

### **Committee Reports**

The Finance, Audit and Properties Committee met on September 16, 2009. The committee looked at the renderings of the proposed Avon Branch Library, updated the audit, and also worked on the budget reduction planning.

Mr. Dale Girt, Facilities Manager, distributed handouts regarding HVAC systems at different libraries. He also outlined the pricing options and the benefits of differing systems.

North Ridgeville Ad Hoc Committee met in July and discussed the refurbishing of wall murals and window dressings at the North Ridgeville Branch Library. Phase I of the suggested projects, which was repainting of the Computer Resources and Meeting Room, has been accomplished.

## **Communications**

No communications.

## **Audience Participation**

### *District 1199*

Ms. Linda Meredith represented the SEIU District 1199. Ms. Meredith reported on the success of the 15<sup>th</sup> Annual Lorain County Labor Day Family Fun Festival, in which the union has participated every year. Attendance at the event was around 28,000. The union handed out moist towelettes and mood pencils, which were provided by the Public Relations Department of the Lorain Public Library System. Ms. Meredith also asked for thoughtful consideration from the Board, regarding agenda item # 2009-091, Authorization to Develop Budget Reduction Plan. Ms. Meredith told the Board that the staff has deep concerns and hardly a day goes by that there is not thought about the upcoming potential layoffs, and work force reduction of hours and services. Mr. Doug Petersen, LPLS Board President, reassured Ms. Meredith that the Board both recognized and appreciated the unions' feelings regarding the upcoming budget reduction plans, as well as the hard work and commitment exhibited by the union represented library staff.

### *Supervisors*

Ms. Charlotte Picha, Avon Branch Librarian Supervisor, welcomed all, as always, to the Avon Branch Library. Ms. Picha stated that it had been an exciting and fast paced summer, with everyone loving the different ranges of programs offered this past summer. Ms. Picha mentioned the upcoming Levy Committee Meeting to be held on September 30, 2009, with a group of public representatives, to discuss thoughts on building a new Avon Branch Library. Ms. Picha looks forward to passing the levy and building a new building that patrons will truly enjoy! Ms. Picha also mentioned the upcoming fifteen year celebration of the Avon Branch Library on October 4<sup>th</sup>, where renderings of the proposed new Avon Branch Library will be shown. In regards to community, Ms. Picha said that she and Browser had walked the streets of Avon recently, and she is also excited about the new YMCA from Cleveland, moving near the new Crusher's ball field in Avon.

### *Friends of the Library*

The Avon Friends sponsored a table at Fall Fest. The Avon Friends last book sale was held in July, and the next upcoming book sale will be held in November.

The Columbia Friends newly appointed President, Ms. Pam Coleman presided over the last meeting. The Columbia Friends had a mini book sale during the month. Ms. Coleman contacted local landscapers asking them to volunteer services, which some did, providing free landscaping at the Columbia Branch Library.

The Domonkas Friends are currently holding a book sale.

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The Lorain Friends are hosting the Friends Exchange, Saturday, September 19<sup>th</sup> at the South Branch Library. The Lorain Friends last book sale netted \$3100!

The North Ridgeville Friends next meeting will be held October 5<sup>th</sup> at 7 p.m. The next book sale will be held in October.

*Other*

Mr. Duane Van Dyke, Ron Landig and Bill Bellema of R.W. Architects presented renderings and plans for the new Avon Branch Library to the Board. Mr. Van Dyke thanked the Board for selecting them to work on another Lorain Public Library System project. Mr. Van Dyke commented that this would truly be a library of the future, a model for other libraries to view. Mr. Van Dyke said the design incorporated goals as suggested by Avon citizens, such as more meeting space, more child services, a drive-up service and a substantial teen area. The building faces north, and is set up to be part of the Avon City Services Complex. It is an H shaped building, encompassing 30,000 sq.ft., with ample room for addition, if needed in the future. The main entrance is in the front, with a secondary entrance around the side of the building for meetings and after hours events. Inside the building, the layout is open and expansive, allowing for an internet café, a large computer training lab, a kitchen between meeting rooms, a circulation desk that allows a view of the entire library, and shelving for non-fiction and fiction with a reading room behind it with a view to the woods. The plan also has the children's area in the back right, with a town hall, railroad station and gazebo. Mr. Van Dyke commented that they wanted the children's area to be 'magical', and spent a lot of time researching and planning for this area.

**New Business**

**#2009-090 Approval of Personnel Appointment**

Mr. Campana moved, Mr. Kovach seconded to approve the following personnel appointment:

- Katelin Bonko, Student Library Aide temporary position, at the Avon Branch Library, part-time, effective August 17, 2009, at an hourly rate of \$7.30.

**Roll Call:** yeas, unanimous

**#2009-091 Authorization to Develop Budget Reduction Plan**

Mr. Kovach moved, Mr. Campana seconded to authorize the Director and CFO to develop a budget reduction plan consistent with the certified reductions in the Public Library Funds for 2010.

**Roll Call:** yeas, unanimous

**#2009-092 Approval to donate scrap computer equipment to the Lorain County Solid Waste Management District, or to the OneCommunity Green Computing Program.**

Mr. Campana moved, Mr. Kovach seconded to approve the donation of scrap computer equipment to the Lorain County Solid Waste Management District's *Electronic Collections Days* or to the OneCommunity Green Computing Program.

EquipmentType	Make/Model	Mfg Serial #	LPLS #
Fax	Panasonic KX-F1150	6LARB023074	25
Monitor	ViewSonic GS771	JY94577868	387
Computer	Midwest Micro PVO-T667	3381064	424
Computer	Midwest Micro PVO-T667	3381067	473
Computer	Midwest Micro PVW-T600	3268286	826
Monitor	Viewsonic GS773	DL00301562	965
Monitor	ViewSonic GS773	DL00301628	1036
Printer	HP DeskJet 690C	US68Q1H031	1242
UPS	APC SU420NET	NS0041252991	1408
Monitor	Viewsonic GS773	20E003501711	1421
Monitor	Gateway VX720	P105302068	1448
Printer	Epson TM-U200PA	A4UK017313	1595
Printer	Epson TM-U200PA	A4UK017606	1596
Printer	Epson TM-U200PA	A4UK017607	1598
Computer	Midwest Micro PVO-T667	3381066	1633
Printer	HP Color LaserJet 3600N	CNJBB10350	5688
Print Server	Linksys EFSP42	9105F5005077	1681
Printer	Epson LX-300+	CDSY019552	1689
Computer	DeII Latitude C840	G35GK21	1764
Printer	Epson LX-300+	CDSY090500	1973
Monitor	Sony SDM-S73	3254941	2962
External Drive	Maxtor One Touch 200 GB	Y62H5J9E	2970
UPS	APC Smart-UPS SC420	QS0517120012	3113
UPS	APC Smart-UPS SC420	QS0517320003	3117

**Roll Call:** yeas, unanimous

**#2009-093 Acceptance of Donation**

Mr. Campana moved, Mr. Kovach seconded to accept a donation of Three Thousand Dollars (\$3,000.00) from the Foundation of the Lorain Public Library System, in support of the 2009 Family Read Aloud Program.

**Roll Call:** yeas, unanimous

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**Other Agenda Items**


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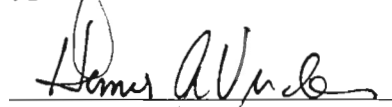
**Next Meeting**

Regular Meeting  
October 15, 2009 at 5:00 p.m.  
South Branch Library

**Adjournment Time:** 6:20 p.m.

**Attest:**

  
\_\_\_\_\_, President

  
\_\_\_\_\_, Secretary