

**LORAIN PUBLIC LIBRARY SYSTEM**  
**Lorain, Ohio**

Minutes

Lorain Public Library System  
Thursday, April 21, 2011, 5:00 p.m.  
Domonkas Branch Library, 4125 East Lake Road, Sheffield Lake, OH 44054  
Regular Business Meeting

**Roll Call**

Ms. Tomas called the meeting to order at 5:03 p.m.

Present: Mr. Kovach, Ms. Tomas, Mr. Campana, Mr. Petersen, Mr. Viriden, Mr. Leandry

**Regular Business**

**#2011-039 Approval of Minutes**

Mr. Petersen moved, Mr. Kovach seconded that the minutes of the March 17, 2011 meeting be approved.

**Roll Call:** yeas, unanimous

**#2011-040 Approval of Chief Financial Officer's (CFO's) Report**

Mr. Petersen moved, Mr. Campana seconded that the CFO's Report for the month ending March 31, 2011 be approved.

Mr. Wilson reported to the Board that the month end cash balance was \$6,815,835. Of the month end cash balance, \$3,513,759 were operating funds, of which \$2,019,309 were unencumbered. Year-to-Date Revenues were \$1,024,085, 11% of the estimated \$9,289,402 Annual Revenues without transfers or advances. Expenses year-to-date were \$1,903,454, 19% of the budgeted \$10,188,658. Expenses plus encumbrances totaled \$3,458,167, or about 34% of the budget. Mr. Wilson noted that the STAROhio CD was yielding .115%. He also said the interest earned in March, other than checking interest, totaled \$2,308, and that the total of the Board's investments as of March 31<sup>st</sup> was \$6,791,041.

**#2011-040 Approval of Chief Financial Officer's (CFO's) Report (Cont.)**

Mr. Wilson thanked Pam Coghlan, Domonkas Branch Librarian Supervisor, and her husband Jerry, for providing the Muffaletta sandwiches and for letting him have the recipe previously, for a Rotary function.

Mr. Wilson said that the State Auditor's were still working, and they should be finished next Wednesday. He then said that the auditor's Final Report should be done by June.

Mr. Wilson informed the Board that the Library will receive an invoice for about \$900, for a 2010 audit adjustment from the Bureau of Worker's Compensation.

Mr. Wilson said that one Public Records Request via a telephone call was received, from an Avon resident, requesting Avon Branch Library's budgetary information.

Board member, Mr. Campana noted that he had watched the Candidates forum on local cable access, and commended Mr. Wilson on his C.H.I.P. Forum participation, saying that Mr. Wilson, "Did a great job!"

**Roll Call:** yeas, unanimous

**Report of the Director**

Ms. Eldridge said welcome to Sheffield Lake and the Domonkas Branch Library. She then apologized for the length of her upcoming talk this evening.

Ms. Eldridge noted the upcoming OLC Trustees Dinner, which focuses on critical library issues. She invited all Board Members to attend, and said that she would send an email for interest.

Regarding the SB5 Collective Bargaining Measure, Ms. Eldridge stated that it was passed. She then said that unions all over the state are currently trying to collect 231,147 valid signatures, to place a Referendum of the measure on the November 8<sup>th</sup> general election ballot. In addition, Ms. Eldridge stated that collective bargaining affects all employees, not just union members.

Ms. Eldridge said she has been running around to many events and meetings over the last month, and also thanked Mr. Leandry for inviting the Board Members to attend the candidates' forum next week.

Ms. Eldridge told the Board that the Freegal contract approved on February 11<sup>th</sup> is running out of downloads within 48 hours. She said she would like to become part of the Clevnet Freegal upgrade, which allows anyone in the service population to receive three free downloads per week. She recommended that the Board approve becoming a part of the Clevnet Freegal database.

Regarding Clevnet, Ms. Eldridge stated that Clevnet will upgrade to Biblio Commons, which supports a discovery/service and web based type of online catalog. Ms. Eldridge stated that the upgrade would not require a lot of training.

Ms. Eldridge noted that Amazon will now allow Kindle to accept e-downloads from library catalogs via OverDrive.

Ms. Eldridge thanked both the LPLS management, and the contract negotiating teams for their hard work during the recent contract negotiations with S.E.I.U. District 1199. She said that it was the most difficult of six negotiations that she has been through.

Ms. Eldridge then gave special thanks to Sandy Mitchell, Karen Sigsworth and the Columbia Friends of the Library for representing the library at this year's Legislative Day, held in Columbus.

Ms. Eldridge also thanked Toni Whitney, Jennie Patterson, Carol Russo, Don Norman and all managers that assisted with New Staff Orientation.

Ms. Eldridge mentioned these past and upcoming networking and community events, library programs and community relations:

- 03.25.11** – Fred Lozano Councilman at Large Event
- 03.31.11** – Lorain City Schools Steak Fry
- 04.03.11** – Michael Beatty for 7<sup>th</sup> Ward Council
- 04.03.11** – Mitchell J. Fallis for Mayor
- 04.07.11** – Krasienko for Mayor
- 04.07.11** – Kiwannis Annual Spaghetti Dinner
- 04.10-16.11** – National Library Week
- 04.12.11** – Ron Mantini for City Auditor Dinner (Jim Wilson)
- 04.12.11** – C.H.I.P. Candidates' Forum (Jim Wilson)
- 04.14.11** – Lorain Port Authority Wing Ding
- 04.16.11** – Browser Birthday Party at North Ridgeville Branch Library
- 04.23.11** – Tim Howard for Lorain City Council
- 05.01.11** – Lorain Lions Pancake Breakfast
- 05.01.11** – Pasta Paradise

Ms. Eldridge thanked all Library Levy Committees and the Board for their time and contributions to the levy campaigns. She also asked for continued help with placing door tags and yard signs. Ms. Eldridge invited all to the Levy Victory Party, to be held on Tuesday, May 3rd at 8:00 p.m., in Meeting Room A at the Main Library. She then listed the next Levy Committee Meetings:

**04.25.11** – Domonkas Branch Library at 7:00 p.m. – Lou Suarez, Marydale Rogan and Elaine Walkden

**04.22.11** – Main Library at 12:00 p.m. – Stephen Angel, Carol Mathews and Tony Campana.

**04.27.11** – Avon Branch Library at 6:30 p.m. – David Leigh and Judy Muzzy

Statistically speaking, Ms. Eldridge said that the Columbia Branch Library is the only library that had a year to date increase in circulation. She also noted that the audio visual circulation is surpassing printed circulation, and that the Avon Branch Library, the Columbia Branch Library, and the Main Library all had increased visitations.

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

Ms. Whitney said good evening to everyone.

Ms. Whitney stated that March was a very busy month, full of contract negotiations. She then publicly thanked both the Management Negotiation Team (Joanne Eldridge, Pam Coghlan, Debra Jackson, Frances Johnson, Jim Wilson, Toni Whitney and Attorney Joe Gross), and the S.E.I.U. 1199 Negotiation Team (Jolene Adkins, Cheri Campbell, Kate Dake, Jim Leonard, Jennifer Schnoering, Chuck Sutz, Isabelle Wimmer and S.E.I.U. Organizer Shana Song) for all of their hard work. She also thanked Matthew Cockroft, of Federal Mediation and Conciliation Services, for his mediation. Ms. Whitney said his services were of great importance in helping to facilitate the negotiation process. The contract negotiations ended and were ratified on March 31, 2011. Ms. Isabelle Wimmer resigned her position of Union Executive Board Member, the following day. Mr. James Leonard was appointed interim Union Executive Board President, with elections upcoming in July of 2011. Ms. Whitney then noted correspondence from the S.E.I.U. 1199 Union, asking for clarification regarding union meetings and LPLS Board Meetings attendance. Union members wanted to adjust their schedules or use library time to attend the meetings, versus taking personal time off. Mr. Leonard attended this evening's meeting on his own time, and Ms. Whitney thanked him personally for that.

Ms. Whitney attended the Spring Membership Meeting of the Northeast Ohio Regional Library System on Tuesday, April 19, 2011. Ms. Whitney said that Beverly Cain, the Director of the State Library of Ohio was there, and that Ms. Cain announced that Ohio's Library Services and Technology Act (LSTA) grant monies from the Federal Government would be used to help Ohio libraries join one of the many automation consortiums in Ohio.

## **Committee Reports**

No committee reports.

## **Communications**

One Public Records Request was received via telephone, requesting the Avon Branch Library budget details.

## **Audience Participation**

### *Supervisors*

Pamela Coghlan, Domonkas Branch Librarian Supervisor, said welcome to Sheffield Lake. Ms. Coghlan then gave thanks to Joanne Eldridge, Toni Whitney, and Terri Frederick for working tirelessly on the levy campaigns. She also thanked Ms. Eldridge and Ms. Whitney again, for their hard work with the union contract negotiations, commenting that they are both great leaders! In closing, she thanked the Board of Trustees for their leadership and continued support, and asked them to please enjoy the food at tonight's meeting.

### *Friends of the Library*

The Avon Friends next meeting will be held April 28, 2011. The Avon Friends last book sale netted \$800. Ms. Whitney thanked the Avon Friends for supplying food for the levy meetings, and cake for Browser's Birthday Party.

The Columbia Friends last meeting was held on February 28, 2011. The Columbia Friends next meeting will be held April 25, 2011. Ms. Eldridge noted that the Columbia Friends President, Pam Coleman, was hoping for a quick decision on the proposed storage barn.

The Domonkas Friends last meeting was held on April 12<sup>th</sup>. Ms. Eldridge commented that the new president likes to give 'tests'. The Domonkas Friends next meeting will be held September 13, 2011. The Domonkas Friends next book sale will be held from May 18<sup>th</sup> through May 21<sup>st</sup>, 2011.

The Lorain Friends next meeting will be held July 26, 2011. The Lorain Friends next book sale will be held from May 12<sup>th</sup> through May 17<sup>th</sup>, 2011. It was reported by Mr. Campana that the Lorain Friends Auction netted close to \$1200.

The North Ridgeville Friends last meeting was held March 2, 2011. The next meeting will be held May 4, 2011. The North Ridgeville Friends last book sale netted \$3300. The North Ridgeville Friends are hosting a Silent Auction during the month of April. Ms. Tomas commented that there is a nice arrangement of books there.

*Other*

Ms. Garalynn Tomas, Board President, commented regarding the Lorain Public Library System Foundation (LPLSF). The LPLSF is currently working with an accountant and has filed for a tax extension.

**New Business**

**#2011-041 Acceptance of Donations/Grants**

Mr. Petersen moved, Mr. Virden seconded to accept donations/grants as follows:

The Nord Family Foundation Grant in support of general operations - \$8,000

**Roll Call:** yeas, unanimous

**#2011-042 Revenue Budget Changes**

Mr. Kovach moved, Mr. Leandry seconded to approve the following Revenue Budget change in the amount of Eight Thousand Dollars (\$8,000):

|                                    |          |
|------------------------------------|----------|
| 203 Fund Summer Reading Grant Fund | \$ 8,000 |
|------------------------------------|----------|

**Roll Call:** yeas, unanimous

**#2011-043 Appropriation Increases**

Mr. Petersen moved, Mr. Campana seconded to approve the following appropriation increases:

|              |                              |         |
|--------------|------------------------------|---------|
| 101-01-59999 | General Fund – Transfers Out | \$8,000 |
| 203-01-52110 | Summer Reading – Supplies    | \$7,867 |
| 203-01-53290 | Summer Reading – Printing    | \$ 133  |

**Roll Call:** yeas, unanimous

**#2011-044 Approval of Fund Transfer**

Mr. Kovach moved, Mr. Petersen seconded to approve the following fund transfer of the \$8,000 grant that we received from the Nord Family Foundation to the Library's Summer Reading Fund.

**Roll Call:** yeas, unanimous

**#2011-045 Acceptance of Donations/Grants**

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

The Friends of the North Ridgeville Branch Library, Inc. - \$1,620

**Roll Call:** yeas, unanimous

**#2011-046 Appropriation Increases**

Mr. Petersen moved, Mr. Campana seconded to approve the following appropriation increases for the additional expenditure of funds received from the Friends of the North Ridgeville Branch Library, Inc., for the cost to have Browser appear in North Ridgeville, and the purchase and installation of a new stained glass window in the meeting room of the North Ridgeville Branch Library:

|              |                           |         |
|--------------|---------------------------|---------|
| 101-11-53799 | Professional Fees – Other | \$ 120  |
| 110-10-55410 | Building Improvements     | \$1,500 |

**Roll Call:** yeas, unanimous

**#2011-047 Approval of Fund Transfer**

Mr. Kovach moved, Mr. Campana seconded to approve the following fund transfer of the \$477,053.86, as per the 2011 Appropriations Budget:

| <b>From</b>                  | <b>To</b>                            | <b>Amount</b> |
|------------------------------|--------------------------------------|---------------|
| 101-01-59999 Tx General Fund | 330-00-49999 Tx In Debt Service Fund | \$ 477,053.86 |

**Roll Call:** yeas, unanimous

**#2011-048 Approval to Dispose of Scrap Book Drop**

Mr. Petersen moved, Mr. Leandry seconded to approve the disposal of the through-the-wall book drop that was replaced during the Main Library renovation.

| Equipment Type | Make/Model | LPLS # |
|----------------|------------|--------|
| Book Drop      | Kingsley   | 005493 |

**Roll Call:** yeas, unanimous

**#2011-049 Approval to Enter into Executive Session to Discuss Contract Negotiations and Tentative Contract.**

Mr. Leandry moved, Mr. Petersen seconded at 5:33 p.m. to approve adjourning to Executive Session to discuss contract negotiations and tentative contract.

**Reconvened:** 6:52 p.m.

**#2011-050 Approval of Tentative Collective Bargaining Agreement**

Mr. Petersen moved, Mr. Virden seconded to approve the tentative Collective Bargaining Agreement between Lorain Public Library and District 1199 Service Employees International Union dated April 1, 2011 through March 31, 2014, with the new salary scale retro-active to April 1, 2011.

**Roll Call:** yeas, unanimous

**#2011-051 Approval of Changes to the Library Aide Classification**

Mr. Kovach moved, Mr. Leandry seconded to approve the changes to the Library Aide Position classification.

**Roll Call:** yeas, unanimous



**TABLED**

**#2011-052 Approve Acceleration of Contract with Library Ideas, LLC to Increase the 150 Weekly Freegal Downloads to 650 Downloads per Week Through June of 2011.**

\_\_\_\_\_ moved, \_\_\_\_\_seconded to approve the acceleration of the \$10,062, 2011 annual contract to complete it by June 30, 2011.

**#2011-053 Approve Contract with Local Author Michael Ruhlman to Provide Appearances the Week of October 16<sup>th</sup>.**

Mr. Leandry moved, Mr. Virden seconded to approve a contract with local author Michael Ruhlman in an amount not to exceed Five Thousand Dollars (\$5,000), for the following appearances:

|                       |                                       |
|-----------------------|---------------------------------------|
| Sunday, October 16    | Lorain Palace Theatre                 |
| Monday, October 17    | Ritter Public Library, Vermilion      |
| Tuesday, October 18   | Lorain County Joint Vocational School |
| Tuesday, October 18   | Elyria Public Library                 |
| Wednesday, October 19 | Avon Lake Public Library              |
| Saturday, October 22  | Columbia Branch Library               |

**Roll Call:** yeas, unanimous

**Other Agenda Items**

Mr. Petersen, Chair of the Finance, Audit and Properties Committee, asked Board President Tomas to institute a Board-level review of the consortium contract with Clevnet, and to investigate alternative consortium relationships.

Ms. Eldridge said that she has told Robert Wenz, LPLS Technology Manager, and Bob Carterette, the Automation Administrator for the Cleveland Public Library, that LPLS might be considering joining a different consortium of libraries.

Board of Trustees  
April 21, 2011

0042-2011

**Next Meeting**

May 19, 2011 at 5 p.m.  
Avon Branch Library

**Adjournment Time:** 7:00 p.m.

**Attest:**

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

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