

**STOW-MUNROE FALLS PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
Monday June 18, 2018**

CALL TO ORDER

The meeting was called to order at 7:05 pm by President Shubert.

PRESENT

David Renninger, Secretary; Tom Shubert, President; Pastor Brad Jagger, Rich Bedell, Christina Gary, Vice President; Sara Kline (7:45)

ABSENT

Craig Mancuso, Linda Sutherland, Fiscal Officer

OTHERS PRESENT

Doug Dotterer, Director; Jenn Hale, Deputy Fiscal Officer

PUBLIC

Kevin G. Davis, Senior Partner Davis Law Group; and Lisa Burkhart, practicum student

MINUTES

MOTION NO. 180618-1 MOTION TO ADJOURN TO EXECUTIVE SESSION

Gary moved, Renninger seconded:

RESOLVED: That the Board of Trustees moves to adjourn to executive session to consider the purchase of property.

The roll being called on its adoption, the vote resulted as follows:

AYES: Jagger, Renninger, Shubert, Bedell, Gary

NAYS:

Motion carried.

MOTION NO. 180618-2 MOTION TO RETURN TO OPEN SESSION

Renninger moved, Jagger seconded

RESOLVED: That the Board of Trustees moves to return to open session.

All were in favor.

Motion carried.

MOTION NO. 180618-3 APPROVE MAY 21, 2018 MINUTES

Gary moved, Bedell seconded:

RESOLVED: That the Board Minutes of May 21, 2018 regular meeting be accepted and approved.

The roll being called on its adoption, the vote resulted as follows:

AYES: Gary, Jagger, Kline, Renninger, Shubert, Bedell

NAYS:

Motion carried.

FINANCE

MOTION NO. 180618-4 APPROVE MAY TREASURER'S REPORT

Gary moved, Kline seconded:

RESOLVED: That the Board of Trustees approves the Treasurer's Report for May 2018.

MTD BANK REPORT FOR MONTH 05-STOW-MUNROE FALLS PUB LIB

BANK	DESCRIPTION	Begin Mo Bal	MTD Deposit	MTD Withdrawal	MTD Tran In	MTD Tran Out	Balance
1	MAIN CHECKING ACCOUNT	645,512.22	221,764.14	362,720.30	0.00	0.00	504,556.06
2	PAYROLL CHECKING ACCOUNT	0	0	0	0.00	0.00	0.00
4	BUILDING PROJECT CHECKING ACCT	0	0	0	0.00	0.00	0.00
9	IMPREST FUNDS	300.00	0	0	0.00	0.00	300.00
20	CERTIFICATES OF DEPOSIT	0	0	0	0.00	0.00	0.00
21	STAR OHIO - INVESTMENTS	305,066.18	484.29	0	0.00	0.00	305,550.47
24	STAR OHIO BLDG - INVESTMENTS	76,799.77	121.92	0	0.00	0.00	76,921.69
29	STAR PLUS OHIO - INVESTMENTS	512,906.99	827.68	0	0.00	0.00	513,734.67
		1,540,585.16	223,198.03	362,720.30	0.00	0.00	1,401,062.89

The roll being called on its adoption, the vote resulted as follows:

AYES: Jagger, Kline, Renninger, Shubert, Bedell, Gary

NAYS:

Motion carried.

PROGRAM

DIRECTOR’S REPORT

MOTION NO. 180618-5 ACCEPT THE DIRECTOR’S REPORT

Gary moved, Renninger seconded:

RESOLVED: That the Board of Trustees accepts the written Director’s report for the months of May/June 2018.

Mr. Dotterer stated the following:

- Parking lot project was completed and we were very impressed with this company
- New Library signage was installed on the building last Friday and the letters on the outside wall will be installed at a later date
- There is a building issue with the windows leaking at the front of the library
- O’Byran Grounds Maintenance donated mulching and spring cleanup last Friday. Mr. Dotterer asked the Board to consider paying him for all the work they did.

The roll being called on its adoption, the vote resulted as follows:

AYES: Kline, Renninger, Shubert, Bedell, Gary, Jagger

NAYS:

Motion carried.

DISCUSSION ITEMS

BOARD COMMITTEES

BUILDING & GROUNDS

Mrs. Kline stated nothing to report.

FINANCE

Mr. Bedell stated the Finance committee recommends:

MOTION NO. 180618-6 APPROVE APPROPRIATION TRANSACTION

RESOLVED: That the Board of Trustees authorizes the Fiscal Officer to appropriate:
\$2,500.00 from general fund to 101.0.53340 Snow/Lawn Care

\$1,095.00 from general fund to 101.0.53310 Building/Grounds

These transactions are for the following:

Mulching and spring clean up

Sealing leaks in glass windows at the front of the library

The roll being called on its adoption, the vote resulted as follows:

AYES: Kline, Renninger, Shubert, Bedell, Gary (abstained from Snow/Lawn care), Jagger

NAYS:

Motion carried.

HUMAN RESOURCES

Mr. Renninger stated nothing to report.

LEGISLATION/RULES

Mrs. Gary stated nothing to report.

LONG RANGE PLANNING

Mr. Renninger stated nothing to report and the long range planning committee will not meet anytime soon.

TECHNOLOGY

Mr. Shubert stated nothing to report.

RECORDS COMMISSION

Mr. Shubert stated nothing to report.

NEW BUSINESS

MOTION NO. 180618-7 ACKNOWLEDGE LEAVE OF ABSENCE

Kline moved, Bedell seconded:

RESOLVED: That the Boards of Trustees acknowledges the following:

Gwyneth Stine, Medical Leave to begin April 16, 2018 through June 4, 2018, not to exceed twelve (12) workweeks

Per Employee Policy #030922-6 Family (Maternity/Paternity)/Medical Leave:

However, an employee may use this leave on an **intermittent basis** or **reduced leave schedule** (i.e., less than a full-time basis), when medically necessary or if the employee is needed to care for a family member with a serious medical condition.

The roll being called on its adoption, the vote resulted as follows:

AYES: Renninger, Shubert, Bedell, Gary, Jagger, Kline

NAYS:

Motion carried.

MOTION NO. 180618-8 CANCEL JULY REGULAR BOARD MEETING

Kline moved, Gary seconded:

RESOLVED: That the Board of Trustees cancels the Regular Board Meeting scheduled July 16, 2018.

The roll being called on its adoption, the vote resulted as follows:

AYES: Renninger, Bedell, Gary, Jagger, Kline, Shubert

NAYS:

Motion carried.

MOTION NO. 180618-9 AUTHORIZE KEVIN DAVIS TO NOTIFY STOW DENTAL GROUP ABOUT TITLE ISSUE

Kline moved, Renninger seconded:

RESOLVED: That the Board of Trustees moves to authorize Kevin Davis, Senior Partner Davis Law Group to notify The Stow Dental Group that we have a title issue.

The roll being called on its adoption, the vote resulted as follows:

AYES: Renninger, Shubert, Bedell, Gary, Jagger, Kline

NAYS:

Motion carried.

Mr. Renninger stated that he asked Linda Sutherland, Fiscal Officer to look into how many holiday premiums the library has received over the years. Over the last 14 years we have received 27 holiday premiums.

MOTION NO. 180618-10 MOTION TO ADJOURN

Gary moved, Kline seconded to adjourn the meeting at 8:25pm.

All were in favor.

Motion carried.

Secretary

Board President

Jennifer Hale
Deputy Fiscal Officer