

Minutes of a Regular Meeting of the Board of Trustees of Putnam County District Library held at Putnam County Educational Services Center, Ottawa, Ohio 4:30 p.m., Tuesday, March 17, 2009

Present: Keith Kahle, Larry Bracken, Beth Myers, Nancy Turner, Virginia Schroeder, and Mary Lieb.

Others: Kelly Ward, Director; Nancy Stauffer, Fiscal Officer

Public: The Putnam County District Library Patrons, Voters, and Concerned Citizens Organization, Beverly Ricker, Ruth Wilhelm, Sue Barnhart, Beth Korte, Carol Meyer, Teresa Jones, Rose Ellerbrock, Judi Parker, Evan Parker, Alyssa Benroth, Margaret Collmar, Taryn Barnhart, Sydney Barnhart, Sue Gratz.

Attendee Evan Parker video taped the entire meeting.

Technicon Design Group representatives Tony Hovest and Gary Ungerer were in attendance to present the proposed layout of the new library.

MINUTES. The minutes of the February regular meeting were approved, on motion by Beth Myers and seconded by Virginia Schroeder. All voted yes on the roll call vote.

Financial

I. FINANCIAL REPORTS. The February bills and financial reports were approved, on motion by Keith Kahle, seconded by Nancy Turner. All voted yes on the roll call vote.

Items from the Director

II. DIRECTORS REPORT. Kelly Ward Director presented her monthly Director's report which included:

- A. She submitted an application for the Stimulus Grant funds for \$1.5 million. The State Library of Ohio has submitted an application for \$400 million.
- B. Received FY2009 OPLIN Filtering Grant for \$1,120.00
- C. We received a donation of a computer of TDE Telecom for the Continental Location.
- D. Ohio Library Council modified their projections for anticipated Public Library Fund (PLF) revenue from 6%-8% reduction over 2008 to 10%-12%.
- E. Kelly presented a report of Annual Statistics for 2008 (see attached)
- F. Attended Ohio Legislative Day and met briefly with representatives.
- G. Kelly reported that the Personnel Manual Committee once and reviewed the first four section of the manual. The second meeting was cancelled due to the flooding.

III. PETTY CASH REPORT. The petty cash reports for February was presented noting that fines, fees, and copy revenue was \$766.20 and \$392.30.

IV. GIFTS. Accepted February gifts and memorials of \$1,446.86 on the petty cash reports, on motion by Mary Lieb seconded by Beth Myers. All voted yes on the roll call vote.

New Business

- V. **DONATION FROM FIRST UNITED PRESBYTERIAN CHURCH.** Discussion was held concerning returning the donation from the First United Presbyterian Church, so they could help victims of the February 2009 flood. Beth Myers, who is a member of the church committee, commented that she had spoken with the church Pastor and he does not want the donation returned. The money was collected for flood relief and we were a victim of the 2007 flood. Motion was made by Beth Myers and seconded by Virginia Schroeder to not return the donation. All voted yes on the roll call vote.
- VI. **FY 2009 OPLIN FILTERING GRANT.** Motion was made by Keith Kahle and seconded by Nancy Turner to accept a grant from the State Library of Ohio in the amount of \$1,120.00 for the purpose of purchasing Cyberpatrol filtering software.
- VII. **BUILDING PLANNING COMMITTEE.** Motion was made by Nancy Turner and seconded by Virginia Schroeder to create a Building Planning Committee and appoint Keith Kahle, Mary Lieb and Beth Myers to the committee. All voted yes on the roll call vote.
- VIII. **FINANCE COMMITTEE.** Motion was made by Virginia Schroeder and seconded by Mary Lieb to create a Finance Committee and appoint Beth Myers, Larry Bracken, and Nancy Turner to the committee. All voted yes on the roll call vote.
- IX. **COMMENTS FROM THE PUBLIC.** Public comment was made on the following areas by various members of the public and current PCDL staff:
1. Asked if there is any difference between abolishment and layoff as it relates to our policy manual.
 2. Rose Ellerbrock asked questions about the OPERS early retirement incentive guidelines.
 3. Question was asked of Larry Bracken concerning his past experience in issuing letters of recommendation.
 4. Sue Barnhart asked about the Library potentially joining SEO.
 5. Beth Korte asked why do staff members get mileage to work in different locations and attend training.
 6. Beth Korte asked why she didn't get a receipt for branch fines, fees and copies. Nancy Stauffer responded they are attached to the branch report.
 7. Beth Korte brought up a personal e-mail and questioned Board member, Mary Lieb about it.
- The Board listened to all questions and comments.

COMMENTS FROM INDIVIDUAL BOARD MEMBERS: No Board member comments were made.

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ADJOURNMENT. There being no further business the meeting was adjourned at 6:15 p.m., on motion by Beth Myers . The next regular board meeting will be held on Tuesday, April 21, 2009, at 4:30 p.m.

Secretary

President