

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, February 17, 2009

Present: Keith Kahle, Larry Bracken, Beth Myers, Nancy Turner, Virginia Schroeder, and Janice Crawfis.

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

Public: The Putnam County District Library Patrons, Voters, and Concerned Citizens Organization, Rose Schnipke, Beverly Ricker, Laura Schmitz, Ruth Wilhelm, Sue Barnhart, Beth Korte, Carol Meyer, Alisha Tirey, Rose Ellerbrock, Judi Parker, Evan Parker, Margaret Collmar, Doug Geary, Connie Radebaugh, and Christina Baldrige.

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

Financial

I. FINANCIAL REPORTS. The January bills and financial reports were approved, on motion by Keith Kahle, seconded by Virginia Schroeder. 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:

1. One appeal remaining to be filed with FEMA.
2. New Consumer Product Safety Commission requirements related to lead in library materials. ALA has asked for a one year stay on the requirement. The Director has contacted the Putnam County Health Department for assistance with testing.
3. Library personnel has been attending Connect Ohio meetings. Connect Ohio is assisting the county in preparing a technology plan to apply of federal infrastructure money that has been earmarked for broadband connectivity.
4. As part of this Connect Ohio program local telephone companies have been given computers which they are donating to their local branch libraries. Fairpoint Communications donated a computer to the Columbus Grove and Pandora branches.
5. ERate grant application was filed for 2010 fiscal year.
6. Defiance College students are designing a new free logo and website.
7. Creating an adaptive Toy Lending Library with a \$1000.00 grant from OSU.
8. Director and Fiscal Officer will be attending the Ohio Legislative Day on March 11, 2009.

III. PETTY CASH REPORT. The petty cash reports for January was presented noting that fines, fees, and copy revenue was \$658.89 and \$294.3.

- IV. **GIFTS.** Accepted January gifts and memorials of \$385.07 on the petty cash reports, on motion by Beth Myers seconded by Nancy Turner. All voted yes on the roll call vote.

New Business

- V. **OHIO LIBRARY COUNCIL ANNUAL DUES.** Motion was made by Janice Crawfis and seconded by Nancy Turner to approve payment of one-half of annual dues for all staff interested in becoming a member. All voted yes on the roll call vote except Beth Myers who voted no.
- VI. **PERSONNEL MANUAL COMMITTEE.** Motion was made by Nancy Turner and seconded by Beth Myers to appoint Keith Kahle, Virginia Schroeder and Janice Crawfis to the Personnel Manual Committee. The purpose of the committee is to review and make suggestions for changes to the current PCDL Employee Policy and Procedures Manual. All voted yes on the roll call vote.
- VII. **THE PUTNAM COUNTY DISTRICT LIBRARY PATRONS, VOTERS, AND CONCERNED CITIZENS ORGANIZATION.** Statement was read by Judy Parker, spokes person for The Putnam County District Library Patrons, Voters, and Concerned Citizens Organization (PCDLPVCCO) expressing their concerns related to the Board's decision to abolish the position of Branch Manager and to update the Board on the group's activities. They reported that they met with the Putnam County Commissioners, sought legal advise, and had contacted the public employees union. They asked the Board to set a time and date for a special meeting with them.
- VIII. **COMMENTS FROM THE PUBLIC.** Public comment was made on the following areas by various members of the public and current PCDL staff:
1. Alisha Tirey asked about the accuracy of the purpose noted for check #6026.
 2. Sue Barnhart asked, if it is the Village of Ottawa or FEMA regulations that require PCDL to fill the basement of the N. Thomas Street location.
 3. Staff member, Laura Schmitz expressed concerns about the PCDLPVCCO's comments in the newspaper, that the comments were not based in fact and she asked them to print a retraction.
 4. Rose Ellerbrock worked at library for 14 years, 2.5 hours per week. In the past, if she made complaints she was ignored.
 5. Christina Baldrige expressed concerns about the change in location of the Pandora after school program to the Pandora School. She is frustrated with the functioning of the program. She asked that the location be alternated between the branch library and the school.
 6. One person expressed that we should have cut programming budget.
 7. One person asked if Friends groups are disbanding.
 8. One person asked how to get Board member terms changed.
 9. One person asked if the libraries are going to be short changed because the job abolishment resulted in a loss of over 100 years of combined experience.
 10. Doug Geary expressed interest in being on the Board.

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11. Staff member, Bev Ricker stated that some current employees are afraid for their jobs.
12. Alisha Tirey asked if her job would have been abolished if she had not quit.
13. Margaret Collmar asked why we couldn't make cuts other than abolishing jobs. She asked about memorial books and she felt it was wasteful to weed them from the collection after 10 years.
14. Former employee, Beth Korte expressed frustration concerning a change in procedure for mailing overdue notices from using stamps to using a postal machine and denial of request to purchase a Victorian style mailbox.
15. Doug Geary asked if we had ever had a levy and were we looking to a donation to replace lost State money.
16. Connie Radebaugh asked why did we have to abolish jobs.
17. Evan Parker asked why didn't the Board suggest a levy before we needed to abolish jobs.

The Board listened to all questions and comments. They discussed that the loss of revenue is tied to the poor economy and projections were presented to us in November by the Ohio Library Council. Our primary goal when making cuts to the budget was to cut costs while attempting to maintain the same level of services to the public.

COMMENTS FROM INDIVIDUAL BOARD MEMBERS: Janice Crawfis stated that the Board had not received any written and signed complaints. She asked PCDLPVCCO for a written list of questions and/or complaints. She stated that the Board cannot look into the complaints until they are aware of the specific issues. Judi Parker stated that she is only the spokes person and she would have to take her request to the group.

ADJOURNMENT. There being no further business the meeting was adjourned at 6:30 p.m., on motion by Virginia Schroeder. The next regular board meeting will be held on Tuesday, March 17, 2009, at 4:30 p.m.

Secretary

President