

**Toledo-Lucas County Public Library**  
**Minutes of the Regular Board of Trustees Meeting**  
**January 24, 2019**  
**Lagrange Branch Library      8:30 a.m.**

**Present** Michael Dansack, Dennis Johnson, Sheila Odesky, Jesus Salas, Susan Savage, George Tucker

**Roll Call** The meeting was called to order by Mr. Tucker at 8:30 a.m., followed by roll call.

**Minutes** The minutes of the regular meeting of December 21, 2018 were approved on motion of Mrs. Savage, seconded by Mr. Salas; all voted aye, motion carried.

**Election of Officers and Oath of Office** Nominating Committee Chair Mr. Dansack, along with Mrs. Odesky and Mr. Johnson, proposed the following slate of officers for 2019: George Tucker, President; Susan Savage, Vice President; and Jesus Salas, Secretary. Mr. Dansack moved the nominations closed and Mr. Johnson seconded the motion; all voted aye, motion carried. Mr. Dansack then asked Mr. Tucker, Mrs. Savage and Mr. Salas to stand and take the oath of office\*.

\*I do solemnly swear that I will support the Constitution of the United States of America and the constitution of the State of Ohio, and that I will faithfully perform the duties of my office.

**Reappointment of Fiscal Officer and Deputy Fiscal Officer** The Board reappointed Clyde Scoles as Fiscal Officer and Roger Veitch as Deputy Fiscal Officer at no additional salary on motion of Mr. Dansack, seconded by Mr. Johnson; all voted aye, motion carried. The reappointed Fiscal Officers then rose, and Mr. Dansack administered the prescribed oath of office\*.

**Committee Appointments** Mr. Tucker requested that present Board committee members serve until the February 2019 meeting, to allow time to review these assignments.

**Resolution of Appreciation No. 01-19 honoring Alana Ackley** The Board unanimously adopted a Resolution of Appreciation honoring Alana Ackley on motion of Mr. Dansack, seconded by Mrs. Savage; all voted aye, motion carried. Mrs. Ackley has for 29 years repeatedly demonstrated her commitment to the goals and mission of the Library as a Page and a Clerk.

Note: A copy of the resolution is attached to these official minutes.

**Director's Comments** Mr. Scoles congratulated Mrs. Ackley on her retirement. He also mentioned the passing of Ed Danziger, former Deputy Director Margaret Danziger's husband. Also included in trustees' packets are some excellent publications from the Marketing Department. The Outreach Services department name has changed to Mobile Services.

**Deputy Director's Comments** Mr. Kucsma also congratulated Mrs. Ackley and welcomed Kelsey Cogan as the new Media Relations Coordinator in the Marketing Department.

**Employment Report** The employment report was approved on motion of Mr. Johnson, seconded by Mr. Salas; all voted aye, motion carried.

**Appointments**

Employee	Agency	Grade	Salary	Date
Daniel Stokes	Waterville	Step 1	\$9.0000	1/14/2019

**Payroll Changes**

Employee	From	To
12/30/2018	Mobile Services	Birmingham
Andrea Vallejo-Garcia	Supervisor Circulation Services III	Supervisor Circulation Services II
Classification Change/ Transfer	Gr E St 6 Exempt FT \$56,226.84	Gr D St 8 Exempt FT \$55,382.11
12/30/2018	Waterville	Holland
Morgan Blake	Customer Service Clerk I	Customer Service Clerk I
Status Change/Transfer	Gr 1A* St 3 CWA LPT \$16.9941 Hourly	Gr 1A* St 3 CWA PT-II \$16.9941 Hourly
1/13/2019	King Road	King Road
Terri Davenport	Page	Customer Service Clerk I
Promotion/Transfer	Step 1 Page Page \$9.0000 Hourly	Gr 1A* St 1 CWA LPT \$16.0186 Hourly
1/13/2019	Heatherdowns	King Road
Katherine Heebsh	Customer Service Clerk II	Librarian I/Children's Services
Promotion/Transfer	Gr 2A St 4 CWA PT-II \$18.4841 Hourly	Gr 6B St 1 APLE FT \$41,035.52
1/13/2019	Lagrange	Point Place
Jessica Huth	Customer Service Clerk I	Customer Service Clerk I
Transfer	Gr 1A* St 2 CWA LPT \$16.4991 Hourly	Gr 1A* St 2 CWA LPT \$16.4991 Hourly
1/13/2019	Heatherdowns	West Toledo
Christopher Roth	Page	Customer Service Clerk I
Promotion/Transfer	Step 1 Page Page \$9.0000 Hourly	Gr 1A* St 1 CWA LPT \$16.0186 Hourly
1/13/2019	Mobile Services	King Road
Lisa Selmek	Page	Customer Service Clerk I
Promotion/Transfer	Step 1 Page Page \$9.0000 Hourly	Gr 1A* St 1 CWA LPT \$16.0186 Hourly
1/23/2019	Main Circulation	Main Circulation
Guadalupe Hurtado	Supervisor Circulation Services II	Supervisor Circulation Services II
Change Retro 12/30/2018	Gr D St 7	Gr E St 6
Red Circled	Exempt FT \$54,563.23	Exempt FT \$57,351.38

**Separations**

Employee	Agency	Date
None		

**Travel and Training** The Board approved the following travel, training, and tuition expenses on motion of Mrs. Savage, seconded by Mr. Salas; all voted aye, motion carried.

<b>Event</b>	<b>Date</b>	<b>Name</b>	<b>Amount</b>
ULC Meeting on Artificial Intelligence & Digital Citizenship	January 8-10, 2019	Jason Kucsma	\$1,189.17
Institute of Leadership Management	January 14-March 25, 2019	Hannah Grohowski	\$350.00
2019 Annual Meeting of the Toledo Regional Chamber of Commerce	January 23, 2019	Linda Fayerweather, Jason Kucsma, David Topoleski	\$177.00
Legislative Breakfast with Toledo Chamber	February 8, 2019	Jason Kucsma, Rhonda Sewell	\$50.00
K-6 Literacy Conference	February 9-12, 2019	John Cook	\$640.00
Energy Management	February 18-20, 2019	David Scanlan	\$1,356.16
Teen Think Tank #12	February 22, 2019	Adrienne Amborski, David Bush, Joyce Fong	\$492.94
C2E2 Chicago Comic Con	March 22-24, 2019	Cindy Vanderbrink	\$320.00
41 <sup>st</sup> Annual Patent & Trademark Resource Center Training Seminar	April 8-11, 2019	Linda Fayerweather	\$1,743.00
IUG 2019	May 5-9, 2019	Kelly Michalak, Donna Spsychala	\$5,390.00
ALA Annual Conference	June 20-25, 2019	Jason Kucsma, Clyde Scoles, Kathy Selking, Rhonda Sewell	\$9,901.00

**Financial Reports** The financial reports for the month ending December 31, 2018 were accepted by the Board as presented on motion of Mr. Johnson, seconded by Mr. Dansack; all voted aye, motion carried.

**Tax Receipts**

Opening Balance	<b>\$0.00</b>
January PLF	1,259,933.73
2019 Year to Date	\$1,259,933.73

**Vouchers Approved** The Board approved payment of the following Schedule of Vouchers for December 2018 on motion of Mr. Johnson, seconded by Mr. Dansack; all voted aye, motion carried.

General Fund	\$3,304,599.08
BWC Workplace Wellness Fund	0.00
Building & Repair Fund	75.00
Capital Projects Note Fund	1,017,878.66
Total Health Care	259,372.86
Gift Funds	14,000.00
Trust Funds	<u>1,327.93</u>
Total	\$4,597,253.53

**Interim Funds Activity** Interim Funds Transactions were approved as listed below on motion of Mr. Johnson, seconded by Mrs. Savage; all voted aye, motion carried.

Opening Balance		\$20,459,534.17
STAR @ 2.35%	2,143,459.91	
Huntington @ 0.20%		426,638.63
December - Interest		31,157.37
Ending Balance	\$2,143,459.91	\$457,796.00
Ending Balance \$18,773,870.26		
(General & Insurance = \$3,222,193.44		
Building & Repair = \$1,043,362.51		
Gift = \$847,805.05		
Capital Projects = \$13,660,509.26)		

**Trust Fund Activity** Trust Fund Activity was approved on motion of Mr. Johnson, seconded by Mrs. Savage; all voted aye, motion carried.

	Maturities	Investments	Previous Balance
			\$750,000.00
No Activity			
Ending Balance	\$0.00	\$0.00	\$750,000.00

**Staff Organizations** Brief remarks were heard from Steve Nichols, APLE representative and Harry Johnston, CWA representative.

**Lagrange Branch** Branch Manager Hannah Grohowski welcomed everyone to the Lagrange Branch and gave a brief presentation on some of the artwork at the Branch.

**Executive Session** Mr. Tucker moved that the Board, subject to Ohio Revised Code Section 121.22 (G1) regarding the employment of a Library employee, have an Executive Session. Seconded by Mr. Johnson, all voting aye, Mr. Tucker asked Susan Gannon to first conduct a roll call. After the roll, Mr. Tucker stated that he would have Mr. Scoles and Mrs. Gannon remain and respectfully asked everyone to leave the room. After the Executive Session was concluded, everyone was invited back into the room. After the roll was taken, Mr. Scoles announced his intention to retire effective June 30, 2019. The Personnel Committee of the

Library Board of Trustees will determine next steps for a succession plan and report at the February 28, 2019 Board Meeting.

**Regular Meeting, February 28, 2019, Reynolds Corners Branch Library** Mr. Tucker announced that the next regular meeting of the Board would be on Thursday, February 28, 2019 at 8:30 a.m., at the Reynolds Corners Branch Library, 4833 Dorr St., Toledo.

**Adjournment** There being no further business to come before the Board, Mr. Tucker asked for a motion to adjourn the meeting. Motion made by Mr. Johnson, seconded by Mrs. Odesky; all voted aye, meeting adjourned at 9:24 a.m.

Approved by: \_\_\_\_\_  
George Tucker, President

Attested by: \_\_\_\_\_  
Jesus Salas, Secretary

Date: \_\_\_\_\_  
February 28, 2019