

**Toledo Lucas County Public Library
Minutes of Board of Trustees Meeting
June 27, 2019
Mott 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 May 23, 2019 were approved on motion of Mr. Johnson, seconded by Mrs. Odesky; all voted aye, motion carried.

Resolution of Appreciation No. 04-19 honoring Glenna Wilson The Board unanimously adopted a Resolution of Appreciation honoring Glenna Wilson on motion of Mr. Dansack, seconded by Mr. Salas; all voted aye, motion carried. Mrs. Wilson has for 30 years repeatedly demonstrated her commitment to the goals and mission of the Library as a Circulation Clerk and a Technical Services Clerk.

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

Acting Director's Comments Mr. Kucsma congratulated Glenna Wilson on her retirement. Several Library staff attended the recent ALA conference in Washington, DC, where West Toledo Branch Manager Andrea Francis was recognized as a 2019 *Library Journal* mover and shaker, and Shelly Guerrero participated in the *American Library Association* Emerging Leaders program. Also, Clyde Scoles posthumously received the Charlie Robinson award. In addition, a reception was held to celebrate Mr. Scoles' life with about 40 people in attendance. Ohio legislators are now in conference in Columbus working on a final budget. The PLF still stands at 1.7%, raised from the current 1.68%, with area senators Theresa Gavarone and Teresa Fedor strongly in support for library funding.

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

Appointments

Employee	Agency	Grade	Salary	Date
Benjamin Tucker	Public Safety Department	F*	\$48,962.78	7/1/2019

Payroll Changes

Employee	From	To
6/2/2019	Waterville/Kent	Waterville
Jennifer Connors	Supervisor Circulation Services II	Supervisor Circulation Services II
Return to Former Position	Gr D St 7	Gr D St 7
	Exempt FT \$54,563.23	Exempt FT \$54,563.23
6/2/2019	Washington	Computers & Media
Terwase Ngur	Acting Manager/Librarian V	Manager/Librarian VI
Promotion	Gr G* St 5	Gr I* St 3

	Exempt FT \$66,464.05	Exempt FT \$72,539.43
6/9/2019	Mott	Children's Library
Kimberley Fisher	Librarian II/Children's Services	Librarian II/Children's Services
Return to Former Position	Gr 7C St 2	Gr 7C St 2
	APLE FT \$48,962.78	APLE FT \$48,962.78
6/16/2019	Washington	Washington
Jennifer Bennett	Customer Service Clerk I	Customer Service Clerk I
Status Change	Gr 1A St 4	Gr 1A St 4
	CWA PT-II \$17,5039 Hourly	CWA FT \$34,132.63
6/16/2019	King Road	Sylvania
Adam Haley	Customer Service Clerk II	Customer Service Clerk II
Transfer	Gr 2A St 5	Gr 2A St 5
	CWA FT \$37,125.48	CWA FT \$37,125.48
6/16/2019	Heatherdowns	Oregon
Connie Herrera	Customer Service Clerk I	Customer Service Clerk I
Transfer	Gr 1A* St 4	Gr 1A* St 4
	CWA PT-II \$17,5039 Hourly	CWA PT-II \$17,5039 Hourly
6/16/2019	Reynolds Corners	Sanger
Danielle Hoover	Customer Service Clerk II	Customer Service Clerk II
Status Change/Transfer	Gr 2A St 4	Gr 2A St 4
	CWA FT \$36,044.06	CWA PT-I \$18,4841 Hourly

Separations

	Employee	Agency	Date
Librarian	Krysta Sa	Heatherdowns	7/28/2019
	Nicole Mushisky – Retirement	Point Place	7/31/2019
Page	Everett Staley	Lagrange	6/21/2019

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

Event	Date	Name	Amount
Preservation workshop	May 21, 2019	Irene Martin	\$234.00
Becoming a Creative Hub for Your Community Workshop	July 31, 2019	Erin Connolly	\$65.00
Titelalk	October 16, 2019	Cindy Vanderbrink	\$205.00

Financial Reports The financial reports for the month ending May 31, 2019 were accepted by the Board as presented on motion of Mr. Salas, seconded by Mr. Dansack; all voted aye, motion carried.

Tax Receipts

Opening Balance	\$18,295,374.70
Real Property Tax	0.00
February Public Library Fund	1,686,296.87
2019 Year to Date	\$19,981,671.57

Vouchers Approved The Board approved payment of the following Schedule of Vouchers for May 2019 on motion of Mr. Dansack, seconded by Mr. Salas; all voted aye, motion carried.

General Fund	\$2,822,177.95
BWC Workplace Wellness Fund	0.00
Building & Repair Fund	0.00
Capital Projects Note Fund	2,016,797.15
Total Health Care	311,316.93
Gift Funds	5.44
Trust Funds	3,707.94
Total:	\$5,154,005.41

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

	<u>Maturities</u>	<u>Investments</u>	<u>Balance</u>
Opening Balance			\$19,304,091.16
STAR @ 2.35%	1,934,608.49		
Huntington @ 0.20%	2,500,000.00	1,500,000.00	
May Interest		23,619.42	
Ending Balance	\$4,434,608.49	\$1,523,619.42	\$16,393,102.09
<i>Breakdown of Funds:</i>			
General & Insurance Fund	\$6,529,352.00		
Building & Repair Fund	\$1,138,814.92		
Gift Fund	\$1,002,062.98		
Capital Projects Fund	\$7,722,872.19		
	\$16,393,102.09		

Trust Fund Activity Trust Fund Activity was approved on motion of Mr. Salas, seconded by Mrs. Odesky; all voted aye, motion carried.

	<u>Maturities</u>	<u>Investments</u>	<u>Previous Balance</u>
			\$750,000.00
No Activity			
Ending Balance	\$0.00	\$0.00	\$750,000.00

Evergreen Resolution The Finance Committee met on June 25, 2019 to discuss a proposal to address a library boundaries issue between Evergreen Community Library and Toledo Lucas County Public Library. On May 8, 2018, Evergreen Community Library passed a .4 mill operational levy, triggering the need to clarify library boundaries, as a portion of Evergreen Library overlaps the boundary of Toledo Lucas County Public Library. At a December meeting of the Board of Trustees of the State Library of Ohio, the Board voted to recertify Lucas County as the boundary of Toledo Lucas County Public Library. Evergreen Community Library appealed this decision, and the two library systems began working together to reach a resolution on their own. Both systems' legal counsel arrived at an agreement that would:

- A. reaffirm Lucas County as the boundary for Toledo Lucas County Public Library.
- B. compensate Evergreen Community Library for library outreach services to residents in Richfield Township at \$23,300 annually as long as their levy is active.

This agreement is contingent upon the State Library of Ohio's approval of the resolution herein, and the annual payment to Evergreen Community Library will not begin until that approval. Library administrators and legal counsel do not anticipate any objection to this solution.

Because this agreement solves a decades-long issue around library boundaries, and because this agreement resolves the potential for residents in the affected area to be double-taxed, the Finance Committee recommends approval of this library services agreement. Mr. Johnson moved approval of the agreement, seconded by Mr. Salas; all voted aye, motion carried.

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

Computer Classes at Kent Branch Branch Manager Erin Baker spoke about the technology assistance and career help that Kent Branch staff provide to customers. Over 575 residents participated in computer class offerings in 2018, and over 400 customers received individualized help in career training. Beginning this fall, hours will be expanded to include evening hours one night a week, in addition to Saturdays. Also, Main and Mott will open computer labs, and Kent will be able to work collaboratively with them, extending their reach and diversifying class offerings.

Maumee Branch Branch Manager Allison Fiscus welcomed everyone and invited them to tour the Branch. There have been some building updates, and Maumee Branch is currently first in the Summer Read program, due in part to local outreach.

Executive Session Mr. Tucker moved that the Board, subject to Ohio Revised Code Section 121.22 (G1) regarding the employment of a Library employee, conduct an Executive Session. Seconded by Mr. Salas, 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. Godzak remain and respectfully asked everyone to leave the room. Mr. Dansack moved to return to regular session, seconded by Mr. Johnson; all voted aye, motion carried. After the Executive Session was concluded, everyone was invited back into the room, and the roll was taken.

Regular Meeting, July 25, 2019, King Road Branch Library Mr. Tucker announced that the next regular meeting of the Board would be on Thursday, July 25, 2019 at 8:30 a.m., at the King Road Branch Library, 3900 King Road, Sylvania, OH 43560.

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. Dansack, seconded by Mrs. Odesky; all voted aye, meeting adjourned at 9:33 a.m.

Approved by: _____
George R. Tucker, President

Attested by: _____
Jesus Salas, Secretary

Date: July 25, 2019