

Huron Public Library Board of Trustees
Minutes to Regular Meeting Held December 8, 2016

Meeting was called to order at 7:00 p.m. by President – Terry Griffith.

Present: Robert Williams; Karyn Seibel; Terry Griffith; Rob Kozar arrived at 7:05 p.m.; Joe Giardina. Pete Landino and Tom Hoffman were excused. Guests: Benjamin Reid, Director, Joanne Kensik, Fiscal Officer and Rhonda Watt.

MOTION BY: K. Seibel, second by J. Giardina to approve minutes to the November 9, 2016 meeting. Roll Call – Yeas 4, Nays 0. Motion Carried.

PUBLIC COMMENTS: None

COMMUNICATIONS: None

REPORTS:

President's Report:

President Griffith discussed whether there is a potential or actual conflict of interest or ethical violation if a family member of one of the seated board members is recommended to fill a vacancy. MOTION BY K. Seibel, second by R. Kozar to obtain the prosecutor's opinion whether there would be a potential or actual conflict of interest or ethical violation if a family member of one of the seated board members is recommended to fill a vacancy. Roll Call – Yeas 5, Nays 0. MOTION CARRIED.

President Griffith suggested we create a general policy for Certificate of Deposit renewal.

Director's Report:

Director Reid thanked the Board of Trustees and the many members of our community that made the Holiday Open House a huge success and only possible because of the many volunteers.

Mr. Reid told the Board that the overtime rule that was scheduled to go into effective on December 1, 2016 has been blocked by a federal judge. The employees who are affected have been notified.

Mr. Reid spoke about the meetings he attended with Rotary, Huron Playhouse and staff members.

Fiscal Officer Report:

The Fiscal Officer will be attending an all-day online session presented by the State Auditor's Office. The topic will be Year-End Procedures.

Money was transferred to STARPLUS on 12/1/16.

Positive Pay program was discussed. The Fiscal Officer suggested we discuss this option again after the first of the year when FirstMerit officially changes to Huntington Bank.

Personnel Committee Report:

None

Audit and Finance Committee Report:

None

Building and Grounds Committee Report:

None

Strategic Planning Committee Report:

Chair, Rob Kozar will discuss under Old Business.

Contracts and Legislation

None

OLD BUSINESS:

Director Reid discussed with the Board the landscaping contract for 2017. He has asked for seven (7) proposals but has only received back two (2) which are substantially more expensive than 2016 costs.

MOTION BY R. Kozar, second by K. Seibel to adopt the “Goals and Objectives” of the Strategic Plan as written with the understanding that any adjustments made to these “Goals and Objectives” must be brought in front of the Board for review. Roll Call – Yeas 5, Nays 0. Motion Carried.

NEW BUSINESS:

The Director and Fiscal Officer presented their 2016 Goals and Objectives to the Board for their review.

MOTION BY: R. Williams, second by K. Seibel accepting the Board of Trustee’s 2017 meeting dates. Roll Call – Yeas 5, Nays 0. Motion Carried.

MOTION BY: K. Seibel, second by R. Kozar to go into executive session for the purpose of compensation of a public employee. Roll Call – Yeas 5, Nays 0. Motion Carried.

Meeting resumed at 8:45 p.m.

MOTION BY: K. Seibel, second by R. Kozar approving the increase of salary for staff from 0-6% for 2017 at the Director discretion. Roll Call – Yeas 4, Nays 1. Motion Carried.

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MOTION BY: R. Kozar, second by K. Seibel approving a 4.5% increase in salary for the Fiscal Officer. Roll Call – Yeas 4, Nays 1. Motion Carried.

MOTION BY: K. Seibel, second by R. Kozar approving a 4.5% increase in salary for the Director. Roll Call – Yeas 4, Nays 1. Motion Carried.

There being no further business to discuss, MOTION BY: K. Seibel, second by J. Giardina to adjourn. Roll Call – Yeas 5, Nays 0. Motion Carried.

Meeting adjourned at 8:50 p.m.

Terry R. Griffith, President

Joanne Kensik, Fiscal Officer