

**STOW-MUNROE FALLS PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
Monday September 17, 2018**

CALL TO ORDER

The meeting was called to order at 7:02 pm by President Tom Shubert.

PRESENT

Craig Mancuso, David Renninger, Secretary; Tom Shubert, President; Sara Kline, Pastor Brad Jagger, Rich Bedell, Christina Gary, Vice President

ABSENT

OTHERS PRESENT

Doug Dotterer, Director; Linda Sutherland, Fiscal Officer

PUBLIC

Ann Malthaner, Marketing and Public Relations Manager, Lisa Maruna, Marketing and Public Relations Coordinator, Cheryl Nelson, Graphic Design Coordinator and Media Specialist, Sue Kirchgessner, Graphic Design Coordinator and Media Specialist

Ms. Malthaner gave a presentation how the following is transforming the way the Marketing Department does business: through data-driven decision making, re-engaging inactive cardholders, targeted emailing and NPS Surveying.

MINUTES

MOTION NO. 180917-1 APPROVE AUGUST 20, 2018 MINUTES

Mancuso moved, Bedell seconded:

RESOLVED: That the Board Minutes of August 20, 2018 meeting be accepted and approved.

The roll being called on its adoption, the vote resulted as follows:

AYES: Gary, Jagger, Kline, Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

FINANCE

MOTION NO. 180917-2 APPROVE AUGUST TREASURER’S REPORT

Gary moved, Kline seconded:

RESOLVED: That the Board of Trustees approves the Treasurer’s Report for August 2018.

MTD BANK REPORT FOR MONTH 08-STOW-MUNROE FALLS PUB LIB

BANK	DESCRIPTION	Begin Mo Bal	MTD Deposit	MTD Withdrawal	MTD Tran In	MTD Tran Out	Balance
1	MAIN CHECKING ACCOUNT	516,994.17	236,757.09	192,258.88	0.00	0.00	561,492.38
2	PAYROLL CHECKING ACCOUNT	0	0	0	0.00	0.00	0.00
4	BUILDING PROJECT CHECKING ACCT	0	0	0	0.00	0.00	0.00
9	IMPREST FUNDS	300.00	0	0	0.00	0.00	300.00
20	CERTIFICATES OF DEPOSIT	0	0	0	0.00	0.00	0.00
21	STAR OHIO - INVESTMENTS	306,578.96	543.47	0	0.00	0.00	307,122.43
24	STAR OHIO BLDG - INVESTMENTS	77,180.61	136.82	0	0.00	0.00	77,317.43
29	STAR PLUS OHIO - INVESTMENTS	515,468.76	919.38	0	0.00	0.00	516,388.14
		1,416,522.50	238,356.76	192,258.88	0.00	0.00	1,462,620.38

The roll being called on its adoption, the vote resulted as follows:

AYES: Jagger, Kline, Mancuso, Renninger, Bedell, Gary, Shubert

NAYS:

Motion carried.

DISCUSSION ITEMS

There were no discussion items.

PROGRAM

DIRECTOR’S REPORT

MOTION NO. 180917-3 ACCEPT DIRECTOR’S REPORT

Gary moved, Jagger seconded:

RESOLVED: That the Board of Trustees accepts the written Director’s report for the months of August and September 2018.

Mr. Dotterer stated the following:

- Children’s Department had a Touch a Truck Program at the library on Saturday September 15, 2018 with over 1000 people in attendance
- Plan to have Cardinal Environmental Services Inc. completing the abatement on the purchased property in October
- Wish to thank Mrs. Kline for her input on the Emergency Crisis pamphlet

The roll being called on its adoption, the vote resulted as follows:

AYES: Kline, Mancuso, Renninger, Bedell, Gary, Jagger, Shubert

NAYS:

Motion carried.

BOARD COMMITTEES

BUILDING & GROUNDS

Mrs. Kline stated nothing to report but would be happy to address any questions.

FINANCE

Mr. Bedell stated the Finance Committee met prior to the Board meeting. Mr. Bedell stated the Fiscal Officer presented the financial reports and the projected operating funds are over one million dollars.

HUMAN RESOURCES

Mr. Mancuso stated nothing to report but would be happy to address any questions.

LEGISLATION/RULES

Mrs. Gary stated nothing to report.

LONG RANGE PLANNING

Mr. Renninger stated the Long Range Planning Committee would not be meeting until the final figures are compiled on the property and parking lot projects.

TECHNOLOGY

Mr. Shubert stated nothing to report.

RECORDS COMMISSION

Mrs. Sutherland stated the Records Commission Committee will meet prior to the October Library Board Meeting.

NEW BUSINESS

MOTION NO. 180917-4 ACKNOWLEDGE LEAVE OF ABSENCE

Gary moved, Renninger seconded:

RESOLVED: That the Boards of Trustees acknowledges the following:

Lisa Maruna, Medical Leave to begin September 27, 2018 through November 29, 2018, not to exceed twelve (12) workweeks
and
Amy Thomas, Medical Leave to begin September 20, 2018 through December 20, 2018 not to exceed twelve (12) workweeks

Per Employee Policy #030922-6 Family (Maternity/Paternity)/Medical Leave:

However, an employee may use this leave on an **intermittent basis** or **reduced leave schedule** (i.e., less than a full-time basis), when medically necessary or if the employee is needed to care for a family member with a serious medical condition.

The roll being called on its adoption, the vote resulted as follows:

AYES: Mancuso, Renninger, Bedell, Gary, Jagger, Kline, Shubert

NAYS:

Motion carried.

MOTION NO. 180917-5 ADVANCES OF LOCAL TAXES

Gary moved, Kline seconded:

RESOLVED: Now, therefore be it resolved by the Board of Trustees of the Stow-Munroe Falls Public Library:

Section I. That the Auditor of Summit County be, and she is hereby, requested to issue an order to the Treasurer of Summit County to pay the Fiscal Officer of this Library Board such funds as may be available for distribution by said County Treasurer.

Section II. That the Fiscal Officer be, and she is hereby, authorized to sign the necessary documents to secure such advances and also the secondary documents to secure the semi-annual settlement with the County Treasurer during the calendar year 2019.

Section III. That the authorization herein conferred shall extend to any advances that may be requested during the calendar year 2019.

Section IV. That the Fiscal Officer of the Library Board be, and she is hereby, authorized and directed to certify and send a copy of this resolution to the County Auditor as may be necessary to make this resolution effective.

The roll being called on its adoption, the vote resulted as follows:

AYES: Renninger, Bedell, Gary, Jagger, Kline, Mancuso, Shubert

NAYS:

Motion carried.

**MOTION NO. 180917-6 ACCEPT SUMMIT COUNTY BUDGET COMMISSION
CERTIFICATION**

Kline moved, Mancuso seconded:

RESOLVED: That the Board of Trustees accepts the amounts and rates as determined by the Budget Commission, as shown on the tax levy certificate. Please see attached copy.

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Gary, Jagger, Kline, Mancuso, Renninger, Shubert

NAYS:

Motion carried.

MOTION NO. 180917-7 ADJOURNMENT

Kline moved, Mancuso seconded to adjourn the meeting at 7:30pm.

All were in favor.

Motion carried.

Secretary

Board President

Linda Sutherland
Fiscal Officer

SUMMIT COUNTY BUDGET COMMISSION CERTIFICATION OF TAX LEVY
(ORC Sections 5705.34 & 5705.35)

POLITICAL ENTITY: **STOW-MUNROE FALLS LIBRARY (Summit & Portage Counties)**
ESTIMATE

Tax Year 2018/Collection Year 2019

THE VALUATIONS AND TAX RATES REFLECT TAX YEAR 2017/COLLECTION YEAR 2018

LEVIES INSIDE and OUTSIDE 10 MILL LIMITATION, INCLUSIVE OF DEBT LEVIES

Date: September 6, 2018

FUND TYPE CLT FUND #	PURPOSE	Authorized by the Voters on Ballot MODA/YR	Number of Years to Run	Tax Year Begins/Ends	Collection Year Begins/Ends	Maximum Rate to be Levied	REDUCTION FACTOR		EFFECTIVE RATE BE LIEVED	RES/AG & OTHER REAL VALUE			ROLL BACK	
							RES/AG	OTHER		RES/AG	OTHER	PUBLIC UTILITY		TOTAL
GENERAL 0100	Current Expense	Replacement, 05/04/10	Cont.	10/NA	11/NA	2.00	0.078196	0.000000	1.849608	\$1,420,180	\$385,582	\$27,476	\$1,833,218	Y
TOTALS						2.00			1.849608	\$1,420,180	\$385,582	\$27,476	\$1,833,218	

	SUMMIT	PORTAGE	TOTAL
1. RES/AG REAL VALUE	786,662,340	3,671,200	770,333,540
2. OTHER REAL VALUE	193,515,650	27,110	193,542,760
3. TOTAL RES/AG & OTHER REAL VALUE	980,177,990	3,698,310	963,876,300
4. PUBLIC UTILITY PERSONAL VALUE	13,680,190	57,720	13,737,910
5. TOTAL REAL & PUBLIC UTILITY VALUE	973,858,180	3,756,030	977,614,210
THIS ESTIMATE REFLECTS LESS THE PENDING EXEMPTION ASSESSED VALUATION			
	RES/AG REAL PENDING EXEMPTION		6,870
	OTHER REAL PENDING EXEMPTION		761,530
TOTAL REAL & PUBLIC UTILITY PENDING EXEMPTION VALUE			976,945,710

NOTE: The ROLLBACK column added to this certificate represents the recently passed state budget, beginning with tax year 2013 the ten and two and one-half percent rollbacks will no longer apply to new levies that are enacted after the August 2013 election. These non-qualifying levies include additional levies, the increase portion of renewal with increase levies, and the full effective millage of replacement levies. Levies that will continue to qualify for application of the rollbacks are levies approved at or before the August 2013 election. Inside and charter millage as they appear on the 2013 tax list, renewals of qualified levies, and the substitute of qualified school district emergency levies under Revised Code section 5705.195. In this column the Y indicates the levy qualifies for the 10% and 2 1/2% rollback. The N indicates the levy does not qualify for the 10% and 2 1/2% rollback.