

**Minerva Public Library
Board of Trustees Meeting Minutes
October 22, 2014**

Attendance

Trustees Roger Bartley, Virginia Birks, Louanne Kiko, Richard Rutledge, and Phil Zbasnik; Library Director Tom Dillie, Fiscal Officer Mary Jane Smith.

Call to Order

The meeting was called to order at 6:35 p.m. in the Library Board Room.

Adjustments to the Agenda

None

Public Participation

None; 1 public observer

Minutes: Louanne Kiko moved and Phil Zbasnik seconded the motion to approve minutes of the September 24, 2014 Board Meeting as presented. The motion passed unanimously.

Old Business

Sewer Repair Update: Still waiting to hear from Humbert Sanitary about when they will come to install the shut-off valve in the library's sewer line.

Logo Redesign: At last month's meeting, the Trustees reviewed some drafts of a new library logo design. They suggested that the book-themed capital "M" from the current design be incorporated into the new design. At Director Dillie's request Susan Crawford worked out a new design for the Board's review. After general discussion of the new design, the consensus was that the Board preferred the old design for now. A new logo design may grow out of the strategic planning process in the spring of 2015.

Fiscal Officer's Report

Monthly Financial Reports: Virginia Birks moved and Louanne Kiko seconded to accept the Monthly Financial Reports for September, 2014. The motion passed unanimously.

PLF Distribution: The October distribution was \$57,603.48, up 5.0% from last October, and down 4.3% year to date.

Unique Management: Unique Management's September invoice was \$44.75 for 5 placements.

Reallocated Appropriations: Transferred \$4500.00 from Adult Books 1000-120-411-1000 to Adult Audiovisual 1000-120-413-1006 to replenish Adult A/V after purchase of Mango Languages database.

Workers' Compensation Rebate: The library received a refund of \$725.63 from the Ohio Bureau of Workers' Compensation on 10/15/14. It is equal to 60% of the premium for policy year January through December 2012. This is part of their Another Billion Back program.

Book Sale: The Fall Book Sale brought in \$942.00. Director Dillie explained that the fall book sale tried a new pricing model: 25 cents a book, except for a few special priced items. Although total receipts were only slightly higher than usual, far more books were sold, and shoppers were quite willing to pay higher prices for special books. Most of the remaining books were hauled off by workers from Smith Township in Mahoning County for their recycling program.

New Business

2015 Budget: The Finance Committee will meet to review the budget draft for the next fiscal year before next month's meeting.

Mango Languages: The library has made a one-time purchase of the Mango Languages online instruction service. The link to the website is on the library's homepage and this service will be publicized as well as Hoopla and the Ohio Digital Library.

Correspondence

Board President Bartley received a letter from the Ohio Library Council acknowledging Director Dillie's work on the 2014 OLC Convention.

Travel and Continuing Education: Tom Dillie – OLC Convention - \$80.00
Mary Jane Smith – State Treasurers' meeting – Akron - \$100 (paid in May)
Kathy Heller – Southern Ohio Children's Library Committee Meeting – mileage - \$58.95

Director's Report

Virginia Birks moved and Richard Rutledge seconded to accept monthly reports from the Director and the Youth Services Manager. The motion passed unanimously.

Monthly Library Statistics: While door counts were down in September, in-house circulation was up 2.4% and total circulation was up 4.7% over September, 2013. That is the first increase in circulation compared month-to-previous year since April , 2013.

September Gifts

Restricted Contributions

None in September

Unrestricted Individual Contributions to the General Fund

Fines/Fees/Contributions	\$ 17.25	09/02/2014
Fines/Fees/Contributions	\$ 13.00	09/04/2014
Fines/Fees/Contributions	\$ 4.04	09/09/2014
Fines/Fees/Contributions	\$ 18.75	09/15/2014
Fines/Fees/Contributions	\$ 18.25	09/18/2014
Fines/Fees/Contributions	\$ 13.05	09/25/2014
Fines/Fees/Contributions	\$ 324.55	09/29/2014
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Total Restricted and Unrestricted	\$ 408.89	

In-kind Gifts

anonymous

8 hardcovers; 13 trade
paperbacks; 5 mass market
paperback; 2 CD; 2 DVD

Adjournment

The meeting adjourned at 7:24 p.m.

The next Regular Board Meeting will be held on November 19, 2014 at 6:30 pm in the Minerva Public Library Board Room.