

Synopsis of Board Meeting

September 8, 2009

CALL TO ORDER at 7:00 p.m.

ROLL CALL – Mrs. Allread, Present; Mr. Bowling, Present; Dr. Brown, Present; Mr. Carr, Present; Mr. Marten, Absent; Dr. Mathies, Present; Mrs. Rickman, Absent; Mr. Williams, Present; Ms. Uttermohlen, Present; Ms. Mueller; Ms. Young; and members of the public.

HEARING OF PUBLIC – None

DIRECTOR'S REPORT

- Staff Presentation
 - Overview of Technical Services. Ms. Mueller and Ms. Young gave an overview of the functions of Technical Services. The PowerPoint presentation outlined each function that is performed by staff in Technical Services, starting from the recommendations to purchase library materials and ending with the placement of the processed library materials on the shelves. Technical Services staff withdraws materials from the shelves to make room for the new materials. Items withdrawn are sent to the county recycling facility and made available to other nonprofit organizations in the community.
- Monthly Highlights. Ms. Paras reported on the following:
 - Summer reading club ended August 1st—participation records were set in all age groups.
 - Print, audio-visual and digital collections circulation was up 17.6% for August and 12.3% for the year.
 - Visits to the website were up 26.4% in August and 14.6% for the year. There were almost as many visitors to the website as to Woodbourne Library for the month of August.
 - Information station usage was up 13.2% for August and 10.6% for the year.
 - Library-owned database usage was up 40.3% in August. Reference USA database had the largest increase for the month, followed by Heritage Quest. EBSCO database was the most popular of the databases provided by OPLIN.
 - Unique Management Services has collected 23% of the outstanding fines and lost materials turned over to them in the first four months. Over 50% of the accounts contacted by Unique Management have responded to the collection agency.
 - An article on libraries at the heart of the community was distributed.

COMMITTEE REPORTS

Executive Committee.

- Budget Commission Hearing. Dr. Mathies, Mr. Bowling, Mr. Williams and Ms. Uttermohlen attended the annual budget commission hearing on August 31st. Mr. Williams distributed a report on ways WCPL delivers great returns in tough economic times.
- Trustee Vacancy Ad. Mr. Carr noted that Mr. Bowling's term expires December 31st. An ad will be placed in the Centerville-Bellbrook Times on September 19th

and 26th to announce the expiring term. Interested candidates must submit a letter of interest and resume to the Library Board President no later than October 15, 2009.

CONSENT AGENDA – Resolution No. 09-016 – Consent Agenda. The Board adopted Resolution No. 09-016, a consent agenda approving the following action items. The roll call vote resulted as follows: Mrs. Allread, Yes; Mr. Bowling, Yes; Dr. Brown, Yes; Mr. Carr, Yes but abstain from payment to Centerville Landscape; Mr. Marten, Absent; Dr. Mathies, Yes; Mrs. Rickman, Absent.

- Approval of August 11, 2009 Board Meeting Minutes
- August Financial Statement
- Notes to the August Financial Statement
- August Investment Report
- Payment of September Expenditures
- Personnel Items

NEW / OLD BUSINESS

Executive Session. The Board retired into executive session at 7:45 P.M. to discuss the acquisition of property and the compensation of an individual. The roll call vote resulted as follows: Mrs. Allread, Yes; Mr. Bowling, Yes; Dr. Brown, Yes; Mr. Carr, Yes; Mr. Marten, Absent; Dr. Mathies, Yes; Mrs. Rickman, Absent.

The President returned the meeting to Open Session at 8:05 p.m.

Report on the Financial Advisory Committee Meeting. Ms. Uttermohlen reported that the orientation meeting of the Financial Advisory Committee was held on August 25, 2009. Another meeting of the Committee is planned for late October – early November.

Post Audit Meeting. Ms. Uttermohlen reported that the post audit meeting was held with the audit manager from the state auditor's office on August 25, 2009. A final report on the audit for the years 2007 and 2008 will be available at a later date.

Change Fund Classification for Expendable Trust Funds. The Board approved the reclassification of Fund # 898 Good Life Endowment Fund as a private purpose trust fund and Fund #899 will now be Fund #201 Special Revenue Fund in accordance with the changes in the classification of expendable trust funds. Motion unanimously passed.

Resolution No. 09-017 Accepting Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies. The Board adopted Resolution No. 09-017 accepting the amounts and rates as determined by the Budget Commission for the 2010 operating tax levy. The roll call vote resulted as follows: Mrs. Allread, Yes; Mr. Bowling, Yes; Dr. Brown, Yes; Mr. Carr, Yes; Mr. Marten, Absent; Dr. Mathies, Yes; Mrs. Rickman, Absent.

OTHER

Appointment to Board Committees. The President appointed the following to fill vacancies on these Committees: Mr. Marten, Finance Committee; Dr. Brown, New Trustee Interview and Foundation Committees.

The President reviewed the calendar of upcoming meetings.

Dr. Brown moved for adjournment at 8:20 P.M.

C. Uttermohlen