

The Canal Fulton Library Board met in regular session on Wednesday, August 12, 2015, with Bob Richmond presiding.

Trustees Present: Jim Westbrook, Jim Pryor, Dean Crawford, Barbara Forrester and Michelle Studer.

Others in Attendance Finance Officer, Pat Pentello, Tim Pawlak and Rochelle Rossi.

David introduced new employee, Tim Pawlak to the board.

Minutes: The minutes of July 18, 2015 were presented for approval. Dean moved to approve the minutes, seconded by Michelle, all yeas motion carried.

Financial Report: The financial reports for the period ending August 11, 2015 were presented. Jim Westbrook moved to approve the financials, seconded by Dean, all yeas motion approved.

The Bank Reconciliation for the month of July, 2015 was presented for approval. Barbara moved to approve the reconciliation, seconded by Jim Westbrook, all yeas motion carried.

Bills: A list of bills in the amount of \$100,485.89 was presented for payment. Michelle moved to pay the bills, seconded by Jim Pryor, all yeas motion carried.

Pat asked for approval to submit the 2016 Alternative Tax Budget to the Northwest Local School Board for approval. Jim Pryor moved to submit the 2016 Alternative Tax Budget to Northwest Local School Board, seconded by Barbara, all yeas motion carried.

Pat asked for a motion to approve the 2016 Alternative Tax Budget. Dean moved to approve the 2016 Alternative Tax Budget, seconded by Jim Westbrook, all yeas motion carried.

Pat asked for approval to transfer \$424.00 from Other-Other 100.100.590.0000 to Security Services 1000.100.333.0000 for inspections and a transfer in the amount of \$8.00 from Other –Other, 100.100.590.0000 to 1000.100.341.0000 Property Insurance. Michelle moved to approve the transfers, seconded by Jim Pryor, all yeas motion carried.

Pat reported that she received correspondence from the Auditor of State determining that an Independent Public Accountant firm will be engaged to perform the audits for the Canal Fulton Library for the biennial period ending December 31, 2015 and for the subsequent 2 periods. Pat responded to the questionnaire that the Auditor of State submitted and provided the Audit team with a copy.

Children’s Report Attached: During the Summer Reading Club, the children’s department presented fifty-four programs drawing an attendance of 1,477.

Director’s Report Attached:

Building & Grounds: David reported that the leak in ceiling room has been fixed. He stated that he has spoken with Rick from Adams Signs for the front sign, but has not gotten an estimate yet. The bottom cement step in the exterior stairs near the Children’s Department has been replaced. David stated that the two steps in the front need to be leveled and replaced. The metal handrail post is rusting out and also needs to be replaced. The parking lot has been resealed. David received a price to clean and wax the floors from Quality Facility Services and has decided to delay this until 2016.

David and Phinh have been figuring the library’s square footage. David stated that he considers the basement our broiler room and will measure this area.

David reported that the quote from the Industrial Appraisal Company to re-evaluate the building and property is for \$1,230.00 and the quote expires after 30 days.

David stated that SEO is doing an upgrade and the system will be down on August 13, 2015 and signs have been posted to notify patrons. Patrons will need their library cards to check out items.

Bob asked David where we are with the Strategic Plan. David stated that he is gathering information from his departments and compiling the information into a final report and is almost finished.

Friends of the Library: Rochelle reported that the mini book sale was successful at Canal Days. The float saluting local heroes received second prize. She stated that Junior Friends new leader is Sharon Rorick. The friends of the library are preparing a booth for the Apple Fest on September 20, 2016 encouraging library cards.

Committee Reports: Jim Pryor stated that the bids for the painting project were: G & J Northcoast Construction, LLC, in the amount of \$28,450.00 and Tober Construction for \$46,400.00. Jim Pryor moved to accept G & J Northcoast Construction, LLC's bid in the amount of \$28,450.00, seconded by Michelle, all yeas motion carried.

Jim Pryor reported to the board that John Belford complimented the Library's Siding Project.

New Business: None.

Unfinished Business: None.

The next meeting will be held September 9, 2015 at 7:00 p.m.

Jim Westbrooks moved to adjourn the meeting.

Jim Westbrooks, Secretary

Robert Richmond, President