

The Canal Fulton Library Board met in regular session on Wednesday, December 14, 2016 with Bob Richmond presiding.

Trustees Present: Jim Westbrook, Michelle Studer, ~~Michelle Studer~~, Barbara Forrester and Becky Murgatroyd.

Others in Attendance: David Brown, Director and Pat Pentello, Fiscal Officer.

Minutes: The minutes of November 9, 2016 were presented for approval. Jim Westbrook moved to approve the minutes, seconded by Becky, all yeas motion carried.

Financial Report: The financial reports for the period ending December 13, 2016 were presented. Barbara moved to approve the financials, seconded by Becky, all yeas motion approved.

The Bank Reconciliation for the month of November, 2016 was presented for approval. Jim Westbrook moved to approve the reconciliation, seconded by Becky, all yeas motion carried.

Bills: A list of bills in the amount of \$90,510.75 was presented for payment. Michelle moved to pay the bills, seconded by Jim Westbrook, all yeas motion carried.

Pat asked for approval to transfer \$574.33 from Other Other 1000.100.590.0000 to 1000.100.221.0000 Medical Insurance. Jim Westbrook moved to approve the transfer, seconded by Michelle, all yeas motion carried.

Pat discussed the Depository Agreement that expires with First Merit Bank with the board and recommends staying with them. First Merit Bank is being taken over by Huntington Bank. Pat will look into new agreement and bring back to January meeting.

Jim Westbrook discussed the meeting that was held with the Personnel Committee on November 17, 2016. Pay ranges were discussed and a pay increase as well. Jim Westbrook moved to recommend the Personnel Committee's recommendation of a 3% pay increase for all employees effective January 1, 2017, seconded by Becky, all yeas motion carried. Jim Westbrook moved to accept the Personnel and Director's recommendation of November 17, 2016, (see minutes) seconded by Michelle, all yeas motion carried.

Pat presented the 2017 Annual Appropriations totaling \$1,255,502.00. Michelle moved to approve the 2017 Annual Appropriations, seconded by Jim Westbrook, all yeas motion carried.

Bob reported that Jim Pryor provided information regarding the proposed conference room. He has met and discussed the project with several architects, Dominic Ferrente and his team from Sol Harris Day and Marc Bittinger of CBLH designs. Sol Harris Day has a straight forward common sense approach and will not be able to provide a costs quote until the end of December. Marc Bittinger is working on providing costs based upon the changes to Phase II and III (as discussed). A discussion was held on the need for the room. More information should be coming forth.

Children's Report Attached

Director's Report Attached:

David reported that there will be a new fine rate as of January 3, 2017.

Friends of the Library, Sandy Hayes has resigned from the board. She was also chairperson of the book sales. We may not have this program in the future.

David discussed the Overtime Rule and stated that it has been put temporarily on hold.

David reported that this year Santa Claus was in the library for Christmas on the Canal on December 3rd. Attendance at last year's event was 629 and this year was 782.

David distributed information from Summit County for the 2017 Estimated Entitlement from the Public Library Fund.

David provided a copy of the letter that was sent to the Summit County Library accepting the 2017 LLGSF monies from them in the amount of 0.5%, currently estimated to be \$92,239.76.

David discussed fines on DVD's will be .10 per day. Anyone under 17 cannot check out DVD's. He looked into what other libraries are doing with DVD's, i.e., (restrictions on age, amount, etc.) A discussion was held on possibly changing the libraries rules on DVD's, maybe non-fiction.

Committee Reports: None.

New Business: None

Unfinished Business:

The next meeting will be held January 11, 2017 at 7:00 p.m.

Becky moved to adjourn.

Jim Westbrooks, Secretary

Robert Richmond, President