

The Canal Fulton Library Board met in regular session on Wednesday, May 14, 2014 with Bob Richmond presiding.

**Trustees Present:** Jim Westbrooks, Becky Murgatroyd, Jim Pryor, Michelle Studer, Barbara Forrester and Dean Crawford.

**Others in Attendance:** Director David Brown , Finance Officer, Pat Pentello, Grant Joyce and James Deans.

**Minutes:** The minutes of April 9, 2014 were presented for approval. Dean moved to approve the minutes, seconded by Jim Westbrooks, all yeas motion carried.

**Financial Report:** The financial reports for the period ending May 14, 2014 were presented. Jim Westbrooks moved to approve the financials, seconded by Becky, all yeas motion approved.

The Bank Reconciliation for the month of April, 2014 was presented for approval. Jim Westbrooks moved to approve the reconciliation, seconded by Becky, all yeas motion carried.

**Bills:** A list of bills in the amount of \$74,496.68 was presented for payment. Dean moved to pay the bills, seconded by Michelle Studer, all yeas motion carried.

Pat asked for approval for the following transfer: From 1000.100.590.0000 Other, Other to account 1000.100.312.0000 Travel and Meeting Expenses in the amount of \$1,000.00. Michelle moved to approve the transfer, seconded by Barbara, all yeas motion carried.

**Children's Report Attached:**

**Director's Report Attached:** David discussed the Copier quotes he received with the board which included Graphic Enterprises, Toshiba and Xerox. The best and lowest quote was Graphic Enterprises for a 60 month lease @\$385 per month which includes service and 5,000 b/w copies and 3,400 color copies. Additional copies of b/w are .008 cents per copy and .05 cents for color copies. David signed this agreement for the copier lease.

David discussed the Strategic Plan with the board and distributed a planning timeline and it is currently at Task 3. There will be focus groups, how many will be determined. He also distributed an example of the Community Survey for Strategic Planning 2014-2016. There will be a drawing with 4 changes to win \$25.00. The survey will be distributed at the front desk, meetings, and given to the Friends of the Library. David will also place the survey on the website as well as include it in the newsletter.

The Friends of the Library have not yet decided on whether or not to take over the books sales for the library. The Friends of the Library has a new Operating Agreement which was distributed. The board will table the agreement until the next meeting.

David reported that the Canal Fulton Library was included in the Ohio Histore-news on May 2, 2014 for the moisture study grant we received.

**Committee Reports:** Jim Pryor discussed the building project with the board and explained that Grant will be the Project Coordinator. He stated that Johnson Belford is reviewing the plans for the Historical Planning Commission meeting. Once approved by the Historical Planning Commission Board then Johnson Belford and Jim will work with the Building Department for permits. Research then will begin for the materials that will be used. Grant discussed the materials, such as the Hardy Board. On May 21<sup>st</sup> Mr. Michael Benya will walk thru the library with Jim and Grant. A start date of July 7, 2014 and a completion date of October 15, 2014 is the target. Jim will give Bob the Historical Planning application for his review and signature.

Grant discussed the areas where molding and window casings need stripped and redone. Grant will have material samples for the Historical Commission.

James Deans reported that the Friends of the Library will be looking at the Old Canal days float for the parade. He announced that the Strawberry Festival is May 31, 2014 from 2:00 to 4:00 p.m.

**New Business:** None.

**Unfinished Business:** None.

Becky moved to adjourn the meeting.

Jim Westbrooks, Secretary      Robert Richmond, President