

Board of Trustees of Morley Library

February 21, 2018

A regular meeting of the Board of Trustees of Morley Library was called to order at 4:30 P.M. on February 21, 2018 by Mr. Keener. The following members were present:

Ms. Coffee Mr. Di Iorio Mr. Keener Ms. Lipps
Mr. Malchesky Rev. Mirbel Ms. Norman

The minutes of the January 17, 2018 regular Board Meeting were reviewed. Rev. Mirbel moved that the minutes be approved as submitted, Ms. Coffee seconded, and the motion carried unanimously.

Ms. Norman reviewed the January Treasurer's Report, including an exhibit detailing the Library's investment position at January 31, 2018. Ms. Lipps moved that the report be accepted, Mr. Di Iorio seconded, and the motion passed unanimously.

Ms. Norman reported that the 2018 Permanent Appropriation would be presented at a later meeting, and asked that the following additional Temporary Appropriation be adopted:

Resolution 2018-05 Temporary Appropriation III for 2018

GENERAL FUND

Salaries and Leave Benefits

1100 Salaries	\$110,000
1400 OPERS	14,500
1620 Medicare	1,500
1650 Workers Compensation	1,000
1910 Employee Memberships	<u>100</u>
	\$127,100

Supplies

2120 Processing Supplies	\$ 1,800
2151 Program Supplies – Adult & Teen	600
2152 Program Supplies – Children	1,100
2200 Maintenance Supplies	<u>4,500</u>
	\$ 8,000

Purchased & Contracted Services

3110 Travel & Meeting Expense	\$ 1,800
3152 Program Refreshments – Children	100
3200 Communications	600
3250 Marketing Expense	200
3310 Building Maintenance & Repair	1,500
3320 Equipment Maintenance & Repair	1,000
3370 Security	500
3500 Rents & Leases	100
3600 Utilities	6,000
3751 Program Services – Adult & Teen	<u>700</u>
	\$ 12,500

Library Materials & Information

4320 Music CDs	\$ 500
4321 Digital Music	100
4330 Audiobooks	2,500

4332 Digital Audiobooks	800
4360 DVDs	1,700
4361 Digital DVDs	300
4362 Digital TV Series	100
4370 BluRays	1,300
4380 Video Games	800
4900 Other Library Materials	<u>500</u>
	\$ 8,600

Other Objects

5510 Furniture & Equipment	\$ 400
5520 Software	1,800
7100 Dues & Memberships	300
7200 Taxes & Assessments	20
8900 Contingency	<u>3,000</u>
	\$ 5,520

TOTAL GENERAL FUND \$161,720

SPECIAL PROJECTS FUND

3110 Travel & Meeting Expense	<u>\$ 600</u>
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TOTAL SPECIAL PROJECTS FUND \$ 600

Ms. Green moved adoption of the Resolution, Rev. Mirbel seconded, and the motion carried unanimously.

Ms. Norman reviewed some notes that Director Martinez had assembled regarding the upcoming operating levy. The process is such that any decisions could be deferred until the March meeting and still ensure keeping with the necessary due dates. A chairman and treasurer for the campaign have yet to be identified, and Board members were each asked to bring the names of potential candidates to the next meeting.

The following gifts were received since the last meeting: \$1,000 from the Cleveland Foundation (Bessie Benner Metzenbaum Fund); \$40 from Tom & Mary Frances Burns in memory of Ronald Kieffer; \$25 from the Friends of Morley Library in memory of Kathleen Horvath; and \$20 from Susan Fedor in memory of Kathleen Horvath. Rev. Mirbel moved that the gifts be accepted with gratitude, Mr. Malchesky seconded, and the motion carried unanimously.

The annual Ohio Library Council Trustee dinner will be held April 26 this year in Wadsworth, Ohio. Ms. Norman asked that anyone interested in attending speak with Director Martinez.

The March regular meeting date was changed to Wednesday, March 14 due to Director Martinez's attendance at the annual Public Library Association Conference the week of March 19.

There being no further business to come before the Board, the meeting was adjourned by Mr. Keener at 5:10 P.M.

Kenneth Keener, President

Sandra Coffee, Secretary Pro-Tem