

Havana Public Library District Board Meeting

September 19, 2019

The meeting was called to order at 4:49 PM by President Brian Lesemann. Members present were Jan Hurley, Stephanie Howerter, Mark McGrew, Cathy Toncray, Mary Layton and Mary Ellen Simpson. Also present was Librarian Vanessa Hall-Bennett, Business Administrator Marty Balbinot, Randi Cowell; New Central Principal, and Rhonda Cameron; Special Education Director District 126.

President's Report

No report; Chapter 1 of the Trustee Facts File will be discussed at the October 10, 2019 meeting.

Secretary's Report

The minutes of the August 8, 2019 meeting were reviewed. A motion was made by Mark McGrew and seconded by Cathy Toncray to approve the August 8, 2019 minutes as presented. Motion passed by roll call vote.

Correspondence, Communications, Public Comment

A thank you and \$50 donation was received from the Mason District Hospital Auxiliary for the use of 118 S. Plum during the Oktoberfest.

Treasurer's Report

The August 2019 Treasurer's Report was reviewed. A motion was made by Mark McGrew and seconded by Mary Ellen Simpson to approve the August 2019 report as presented. Motion passed by roll call vote.

Librarian's Report

10 attended the August book group, Delta Wedding. 14 people are signed up for September's selection, The Goldfinch. The IPLAR was completed and submitted on August 30. Ms. Hall-Bennett is visiting the New Central first grade classes once a month for story hour.

The main library's August attendance statistics were as follows: 1,144 patrons, 179 staff/service/other; and 231 computer users.

Nineteen (19) programs took place in August. Total attendance for programs was 68 adults, 38 young adults, and 120 children.

602 informational questions and reference questions were answered. 6 in-depth tutorials were conducted and 2,037 items were circulated. 19 new library cards were issued.

354 items were discarded and 91 books and 10 magazines accessioned.

A 25-foot dumpster was filled with detritus from the Adams Street Annex. Another, smaller dumpster is needed.

Unfinished Business

A motion was made by Mary Layton and seconded by Mark McGrew to close the Bath Satellite. Motion passed by roll call vote.

Library staff will clean out the satellite branch and send a letter to the Village of Bath regarding the decision to close it.

New Business

The Annual Budget and Appropriation Ordinance was presented during the Budget Hearing. A motion was made by Brian Lesemann and seconded by Cathy Toncray to accept the Annual Budget and Appropriation Ordinance. Motion passed by roll call vote.

Randi Cowell, New Central Principal and Rhonda Cameron, Special Education Director met with the board to discuss the possibility of renting space at 118 S. Plum. The school district is seeking a location for an elementary school student to receive one-on-one education and therapy services. The district would like to utilize the meeting room space. It provides enough room for the services the student requires, as well as, the potential to store items the student and those working with her will need.

Input from the library's legal representative will be sought in regards to the Meeting Room Policy and Study Room Policy.

An AC unit is needed to combat humidity at the Adams Street Annex. Ms. Hall-Bennett will speak to someone about central air. A dehumidifier, currently at the Plum Street Annex, will be moved to the Adams Street Annex while pricing is in process for a new unit.

Closed Session

A motion was made by Mark McGrew at 5:41 PM to go into closed session in accordance with 2(c)(8). The motion was seconded by Cathy Toncray. Motion passed by roll call vote.

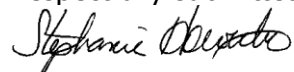
5:49 PM a motion was made by Mark McGrew and seconded by Cathy Toncray to come out of closed session. Motion passed by roll call vote

A motion was made by Brian Lesemann and seconded by Mark McGrew to seek the advice of the library's legal representative in regards to the request made by Havana District 126. Motion passed by roll call vote.

Adjournment

The meeting was adjourned by acclamation at 5:50 PM.

Respectfully submitted,



Stephanie Howerter, Secretary