**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**January 23, 2013**

The Marysville Public Library Board of Trustees met on Wednesday January 23, 2013, at the Main Library location.
Attending: Robert Buckley, David Speicher, Sue Irwin, Lisa Wellman, Rebecca Wever, Maria DeMatteo, and Chad Seeberg
Absent: None
Staff: Ryan McDonnell, Michael Schmenk, and Patty O'Connor
Guests: David Irish and Christine Paradis

## CALL TO ORDER
Robert Buckley, called the meeting to order at 6:00 p.m.

## GUESTS
Mr. McDonnell introduced Circulation Clerk Christine Paradis to the Board. Christine was recognized for her 5 years of service and presented a certificate and card on behalf of the staff and board.

## APPROVAL OF MINUTES December 17, 2012
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 01-13**
Rebecca Wever moved approval of the minutes, seconded by Lisa Wellman.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

## APPROVAL OF AGENDA
Mr. Buckley asked if there were any changes or additions to the agenda.
Mr. McDonnell Suggested the Board add the following topics to the Agenda; Swearing in of New Trustee, Election of 2013 Officers, Fiscal Officer Oath of Office, and tabling the Final Approval of the 2013 Appropriations until February.
**Motion 02 -13**
Sue Irwin moved approval of the agenda as amended, seconded by Maria DeMatteo.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed as amended.

## OATH OF OFFICE
Robert Buckley was sworn in as a member of the Marysville Public Library Board of Trustees for his second term (expiring December 31, 2019).

**FRIENDS OF THE LIBRARY UPDATE –**David Irish
Mr. Irish gave an overview of the Friends Board meeting. He distributed complimentary tickets to the Author Series and encouraged all board members to participate in this year's series. The Friends Membership drive is currently ongoing and they are also looking to identify their 2013 honoree soon.

**ELECTION OF 2013 OFFICERS**
Robert Buckley opened the floor for the election of officers for 2013.
**Motion 03-13**
Rebecca Wever moved to nominate Robert Buckley as President for 2013. Seconded by Sue Irwin.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

The motion was passed.
**Motion 04-13**
Robert Buckley moved to nominate Lisa Wellman as Vice President for 2012. Seconded by Maria DeMatteo.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

The motion was passed.
**Motion 05-13**
David Speicher moved to nominate Rebecca Wever as Secretary for 2013. Seconded by Chad Seeberg.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

The motion passed.

**FISCAL OFFICER OATH OF OFFICE**
Michael Schmenk took the Fiscal Officer's Oath of Office for the Marysville Public Library.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented. Mr. Schmenk reviewed the new state expenditure categories shown in the report.
**Motion 06-13**
Sue Irwin moved approval of the Financial Report, seconded by David Speicher.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Motion passed.

**DIRECTOR'S REPORT –** Ryan McDonnell
Mr. McDonnell gave a brief review of the written report that was included in the monthly mailing to Board Members. Additionally, Mr. McDonnell mentioned he will be participating on OLC's Government Relations Committee in preparing for the next biennial budget. Mr. McDonnell has also been asked to speak at the Ohio Association of Health Commissioner's next monthly meeting about the CLC.

**COMMITTEE REPORTS**
**Executive –** Lisa Wellman (Chair), Rebecca Wever,
No Committee Meeting this month.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
No Committee Meeting this month.

**Planning and External Relations – Rebecca Wever (Chair**), Maria DeMatteo, Lisa Wellman
Rebecca Wever presented and reviewed the committee minutes from Monday January 21, 2012. The Committee is working on developing the process for the library's next strategic plan. Additionally the group discussed the need for a committee to start looking at the Library's Levy renewal in November of 2013. Mrs. Wever also reported that she and Mr. McDonnell visited the Worthington Park branch of Worthington Libraries.

**OLD BUSINESS -** There was no old business

**NEW BUSINESS –**
**SURPLUS PROPERTY**
Mr. McDonnell Presented a list of surplus items.
**Motion 07-13**
Sue Irwin moved to declare the list of items presented as surplus property, seconded by Maria DeMatteo.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Motion passed.

**TAX ADVANCES AND SETTLEMENTS FROM UNION COUNTY**
A request for action to allow the FO to receive tax advances and settlements from the Union County Auditor for the year 2013 was presented.
**Motion 08 -13**
David Speicher made the following motion, seconded by Lisa Wellman:
BE IT RESOLVED that the Board of Trustees of the Marysville Public Library authorizes the Fiscal Officer of the Library, Michael F. Schmenk, on behalf of the Marysville Public Library, to receive tax advances and settlements from the Union County Auditor for the year 2013.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Motion passed.

**PUBLIC COMMENT -** There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held on, Wednesday February 20, 2013 at 6:00 p.m. at the Main Library location.
The meeting was adjourned by President Buckley at 7:18 p.m.

_____ _____
Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**February 20, 2013**

The Marysville Public Library Board of Trustees met on Wednesday, February 20, 2013, at the Main Library location.
Attending: Robert Buckley, David Speicher, Sue Irwin, Lisa Wellman, Rebecca Wever, Chad Seeberg
Absent: Maria DeMatteo
Staff: Ryan McDonnell, Michael Schmenk, and Arleen Leslie
Guests: David Irish

**CALL TO ORDER**
Robert Buckley called the meeting to order at 6:05 p.m.

**APPROVAL OF MINUTES** – January 23, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 9-13**
Sue Irwin moved approval of the minutes, seconded by Rebecca Wever.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley asked if there were any changes or additions to the agenda.
**Motion 10-13**
Sue Irwin moved approval of the agenda as presented, seconded by David Speicher.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed as presented.

**FRIENDS OF THE LIBRARY UPDATE –**David Irish
Mr. Irish gave an overview of the Friends Board meeting. The annual membership drive is now open. Over $9,500 has been pledged for the 2013 Author Series. The first author presentation will be Tuesday, February 26th. There will be a new format this year to included door prizes. The April presentation has been changed from April 16th to April 9th.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.
**Motion 11-13**
David Speicher moved approval of the Financial Report, seconded by Sue Irwin. .

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**DIRECTOR'S REPORT –** Ryan McDonnell
Mr. McDonnell gave a brief review of the written report that was included in the monthly mailing to Board Members. On March 6th he will be attending Legislative Day. Gov. Kaisch's proposed budget will include an increase for libraries in 2013. Mr. McDonnell asked Board members to note the date of March 11-15, 2014, on their calendar. PLA will be meeting in Indianapolis on those dates.

**COMMITTEE REPORTS**
**Executive –** Lisa Wellman (Chair), Rebecca Wever, - No meeting scheduled.

**Planning and External Relations** – Rebecca Wever (Chair), Maria DeMatteo, Lisa Wellman
Rebecca Wever reviewed the minutes of the Monday, February 18th meeting. Discussion followed, no action was taken.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
Sue Irwin reviewed the minutes of the Monday, February 18th meeting.
**Motion 12-13**
Sue Irwin moved to adopt the 2013 Permanent Appropriations as presented. Seconded by Rebecca Wever.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Motion 13-13**
Sue Irwin moved to approve the Branch Coordinator position as amended. Seconded by Chad Seeberg.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Motion 14-13**
Chad Seeberg moved to authorize the Director to expend up to $14,000 from the building fund for security upgrades. Seconded by Sue Irwin.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**OLD BUSINESS –** Covered in Operations Committee report.

**NEW BUSINESS –** Covered in Operations Committee report.

**PUBLIC COMMENT -** There was no public comment
The next regular meeting of the Marysville Public Library Board of Trustees will be held on, March 20, 2013, **6:00** p.m. at the Main Library location.

The meeting was adjourned by President Buckley at 7:20 p.m.

_____ _____
Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**March 20, 2013**

The Marysville Public Library Board of Trustees met on Wednesday, March 23, 2013, at the Main Library location.
Attending: Robert Buckley, David Speicher, Lisa Wellman, Rebecca Wever, Maria DeMatteo, Chad Seeberg
Absent: Sue Irwin
Staff: Ryan McDonnell, Michael Schmenk, and Arleen Leslie
Guests: David Irish, Kate McCartney, and Nick Schmahl

**CALL TO ORDER**
Robert Buckley, called the meeting to order at 6:00 p.m.

**GUESTS**

**APPROVAL OF MINUTES** – February 20, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 15-13**
Lisa Wellman moved approval of the minutes, seconded by Rebecca Wever.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Absent | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley asked if there were any changes or additions to the agenda.
**Motion 16-13**
Dave Speicher moved approval of the agenda as presented, seconded by Lisa Wellman. .

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Absent | Wever | Aye | Wellman | Aye |

Agenda passed as presented.

**FRIENDS OF THE LIBRARY UPDATE –**David Irish
Mr. Irish gave an overview of the Friends Board meeting. Currently the Board is considering honoree nominations for 2013. Members are also considering sponsoring a special event for all members of the Friends of the Library. The Author Series is going very well with over 75 in attendance at the last presentation from Dr. Sampsel.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.

**Motion 17-13**

Chad Seeberg moved approval of the Financial Report, seconded by Maria DeMatteo. .

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Absent | Wever | Aye | Wellman | Aye |

**DIRECTOR'S REPORT –** Ryan McDonnell

Mr. McDonnell gave a brief review of the written report that was included in the monthly mailing to Board Members. In April the Library will begin phasing out inter-library loan through MORE. New libraries joining the CLC will add to the collection to cover items previously requested through MORE. National Library Week is April 14-20. MPL will join all CLC Libraries in a Library sponsored lottery for library patrons. Rebecca Wever will represent the Library in the Union County Leadership program for this year.

**COMMITTEE REPORTS**

**Executive –** Lisa Wellman (Chair), Rebecca Wever,

No meeting this month.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg

No meeting this month.

**Planning and External Relations** – Rebecca Wever (Chair), Maria DeMatteo, Lisa Wellman

Rebecca Wever reviewed the minutes of the Monday committee meeting. The next meeting will be Tuesday, April 16, at 5:30, at Main.

**OLD BUSINESS -** There was no old business

**NEW BUSINESS –** There was no new business.

**PUBLIC COMMENT**

There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held on, **6:00** p.m. at the Main Library location on Wednesday, April 1, 2013.

The meeting was adjourned by President Buckley at 6:47p.m.

_____ _____

Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**April 17, 2013**

The Marysville Public Library Board of Trustees met on Wednesday April 17, 2013, at the Main Library location.
Attending: David Speicher, Sue Irwin, Rebecca Wever, Maria DeMatteo, Chad Seeberg
Absent: Robert Buckley, Lisa Wellman
Staff: Ryan McDonnell, Michael Schmenk, and Patty O'Connor
Guests: David Irish and Volunteers as noted below

**CALL TO ORDER** Rebecca Wever, called the meeting to order at 6:00 p.m.

**VOLUNTEER RECOGNITION**
The following volunteers were recognized for their service to the Marysville Public Library:

| | | |
|---|---|---|
| Allan Davidson | Jennie White | Pam Yanczura |
| Bethany Crozier | Jessie Neate* | Paul Thacker |
| Bill Bowman* | Jonathan Drown* | Reid Eaton |
| Brenda Hein | Joyce Nelson | RJ Jordan |
| Connor Willoughby | Karen Heyob | Rylee Cavins |
| Danielle Macklin | Karen Robeson | Sara Rutan |
| David Hiser* | Katie Hiser | Tami Shepherd |
| Delores Wootchie* | Kelsey Bull | Vic Motz |
| Devon Peraino | Kevin Thompson | Wendy Altenhof |
| Haley Willoughby | Laura Sherer | |
| Hannah Marie Drown* | Nicole Bull | |

* denotes that they were present at the board meeting

**APPROVAL OF MINUTES** – March 20, 2013
Ms. Wever asked if there were any corrections regarding the minutes of the last meeting.
**Motion 18 -13**
David Speicher moved approval of the minutes, seconded by Sue Irwin.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Absent |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Ms. Wever asked if there were any changes to the agenda. Agenda passed as presented.
**Motion 19 -13**
Chad Seeberg moved approval of the agenda as presented, seconded by Maria DeMatteo.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Absent |

**FRIENDS OF THE LIBRARY UPDATE –**David Irish
The Author Series is winding down, it was noted that the High School students appreciated the Series. The Board members have been discussing having a movie night in June. All Board members with terms due to expire have agreed to extend their terms. The decision on this year's honoree nominee is yet to be determined. The Friends will not meet in June or July.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.
**Motion 20-13**
Sue Irwin moved approval of the Financial Report, seconded by David Speicher.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Absent |

**DIRECTOR'S REPORT –** Ryan McDonnell
Mr. McDonnell gave a brief review of the written report that was included in the monthly mailing to Board Members. Mr. McDonnell recently met with the OLC Legislative group. He was also asked to attend the ALA Legislative Day in Washington, D.C., but declined.

**COMMITTEE REPORTS**
**Executive –** Lisa Wellman (Chair), Rebecca Wever,
No Meeting this month.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
No meeting this month.

**Planning and External Relations** – Rebecca Wever (Chair), Maria DeMatteo, Lisa Wellman
Minutes of the Tuesday meeting were reviewed. Discussion followed on the Union County TV Project, the November Levy, and a five year forecast for the Library. No action was taken.
The next committee meeting will be Wednesday, May 15, at 6:00, Main Library.

**OLD BUSINESS -** There was no old business.

**NEW BUSINESS –** There was no new business.

**PUBLIC COMMENT**
There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held on, May 22, **6:00** p.m. at the Main Library location.

The meeting was adjourned by Ms. Wever at 7:28 p.m.

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Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**May 22, 2013**

The Marysville Public Library Board of Trustees met on Wednesday, May 22, 2013, at the Main Library location.
Attending: Robert Buckley, Sue Irwin, Lisa Wellman, Rebecca Wever, Maria DeMatteo, Chad Seeberg
Absent: David Speicher
Staff: Ryan McDonnell, Michael Schmenk, and Arleen Leslie
Guests: Renee Martin, Jan Dick

**CALL TO ORDER**
Robert Buckley, called the meeting to order at 6:04 p.m

**APPROVAL OF MINUTES** – April 17, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 21-13**
Chad Seeberg, moved approval of the minutes, seconded by Maria DeMatteo.

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|---|---|---|---|---|---|
| Speicher | Absent | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley asked if there were any changes or additions to the agenda. Request to add report from Operations Committee.
**Motion 22-13**
Sue Irwin moved approval of the agenda as amended, seconded by Rebecca Wever. .

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|---|---|---|---|---|---|
| Speicher | Absent | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed as amended.

**FRIENDS OF THE LIBRARY UPDATE –**Jan Dick
Jan Dick, reporting for Dave Irish, gave an overview of the Friends Board meeting. Ryan McDonnell will be the 2013 Honoree. The endowment fund is now over $160,000.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.
**Motion 23-13**
Lisa Wellman moved approval of the Financial Report, seconded by Sue Irwin. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Absent | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**DIRECTOR'S REPORT –** Ryan McDonnell
Mr. McDonnell gave a brief review of the written report that was included in the monthly mailing to Board Members. As an update Marysville schools will now pass out Summer Reading Program materials to all elementary students. There have been no public comments on the Library no longer participating in MORE.

**COMMITTEE REPORTS**
**Executive –** Lisa Wellman (Chair), Rebecca Wever - No meeting in May, 2013.

**Planning and External Relations** – Rebecca Wever (Chair), Maria DeMatteo, Lisa Wellman
Rebecca Wever reported that there is now an active Levy Committee. Sue Irwin gave an update on the first meeting. The next meetings will be May 28th, June 5th, and June 11th at 6:00pm at Marysville Main.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
Sue Irwin reviewed the minutes of the May 20th committee meeting. All Board members received a copy of the packet with information on the necessary steps for a director search. Discussion followed. President Buckley appointed Sue Irwin and Lisa Wellman to join him as members of a Director Search Committee. The following action was taken.

**Motion 24-13**
Sue Irwin moved to approve the Director Job Position as amended.

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|---|---|---|---|---|---|
| Speicher | Absent | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Motion 25-13**
Sue Irwin moved to approve the immediate posting of the director position announcement as amended.

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|---|---|---|---|---|---|
| Speicher | Absent | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Motion 26-13**
Rebecca Wever moved to authorize the Director Search Committee to contract with the Pelz Group to spend up to $4000.00 for consultant fees for the director search.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Absent | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**OLD BUSINESS -** There was no old business
**NEW BUSINESS –** New business was covered in the Operations Committee report.
**PUBLIC COMMENT -** There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held on, **7:30** p.m. at the Main Library location on June 19, 2013.

The meeting was adjourned by President Buckley at 7:40 p.m.

_____ _____
Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**June 19, 2013**

The Marysville Public Library Board of Trustees met on Wednesday, June 19, 2013, at the Main Library location.
Attending: Robert Buckley, Sue Irwin, Lisa Wellman, Rebecca Wever, Maria DeMatteo, Chad Seeberg, David Speicher
Staff: Ryan McDonnell, Michael Schmenk, and Arleen Leslie
Guests: Shannon Hughes, Dave Irish

**CALL TO ORDER**
Robert Buckley, called the meeting to order at 6:04 p.m

**APPROVAL OF MINUTES** – May 22, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 27-13**
Sue Irwin, moved approval of the minutes, seconded by Rebecca Wever.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley asked if there were any changes or additions to the agenda. There were no changes.
**Motion 28-13**
David Speicher moved approval of the agenda, seconded by Chad Seeberg. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed.

**FRIENDS OF THE LIBRARY UPDATE –**Dave Irish
Dave Irish reported that Jan Dick has accepted the position of Vice Pres. and will be President of the Friends next year. Nate Johnson will be added as a 17th Board member for 2014. The Friends contributed $4500 to the Library Levy Campaign.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.
**Motion 29-13**
Chad Seeberg moved approval of the Financial Report, seconded by Lisa Wellman. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**DIRECTOR'S REPORT –** Ryan McDonnell
Mr. McDonnell gave a brief review of the written report that was included in the monthly mailing to Board Members. He will be meeting this week with Search Ohio to explore possibilities of CLC and Search Ohio sharing resources.

**COMMITTEE REPORTS**
**Executive –** Lisa Wellman (Chair), Rebecca Wever
Lisa Wellman reported the Board met with Carol Pelz on June 11, to review the Board's ideas for the new director search. July 15, 16, 17, have been set for possible interview dates.

**Planning and External Relations** – Rebecca Wever (Chair), Maria DeMatteo, Lisa Wellman
No meeting this month.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
Sue Irwin presented the Technology Plan for July 1, 2013 – June 30, 2016, for approval. Following discussion the Technology Plan was approved as presented.
**Motion 30-13**
Sue Irwin moved to approve the Technology Plan for July 1, 2013 – June 30, 2016, as presented.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Sue Irwin and Rebecca Wever presented an update on the November levy request. Discussion followed with a review of the Tax Levy Resolution to be approved by the Marysville School Board.
**Motion 31-13**
RESOLUTION DECLARING IT NECESSARY TO LEVY A TAX

WHEREAS, the Board of Trustees (the "Library Board") of the Marysville Public Library (the "Library") is a board of library trustees appointed pursuant to Section 3375.15 of the Ohio Revised Code; and

WHEREAS, the Library Board has an existing 1.0 mill levy last placed upon the tax duplicate in 2009 and which will expire in 2013, and;

WHEREAS:

SECTION 1. That it is hereby declared that the amount of taxes which may be raised in this School District within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Library.

SECTION 2. That pursuant to the provisions of Section 5705.23 of the Ohio Revised Code, it is necessary that a tax be levied in excess of the ten-mill limitation for the benefit of the Library, for the purpose of current expenses at a rate not exceeding one and one half (1.5) mill for each one dollar ($1.00) of valuation for five (5) years, which amounts to fifteen cents ($0.15) for each one hundred dollars ($100.00) of valuation, for five years commencing in 2014, first due in calendar year 2015.

SECTION 3. That the purpose for the REPLACEMENT levy with an increase be the same as the existing levy, to wit: for the CURRENT EXPENSES of the Marysville Public Library.

SECTION 4. That the question of the REPLACEMENT of said tax levy with an increase shall be submitted to the Marysville School District as the taxing authority for the library at the election to be held NOVEMBER _5th__, 2013. If approved by the electors, said tax levy shall first be placed upon the 2014 tax list and duplicate, for first collection in calendar year 2015.

SECTION 5. That pursuant to Section 5705.03 of the Ohio Revised Code, the county auditor is hereby requested to certify to the board of education the total current tax valuation of this school district and the dollar amount of revenue that would be generated by the number of mills specified in Section 2 hereof, and the Fiscal Officer of the board of education be and is hereby directed to certify forthwith a copy of this resolution to the county auditor so that said county auditor may certify such matters in accordance with Section 5705.03 of the Ohio Revised Code.

SECTION 6. It is found and determined that all formal actions of this board of library trustees concerning and relating to the adoption of this resolution were adopted in an open meeting of this board, and that all deliberations of this board of education, and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code, and the rules of this board of education adopted in accordance therewith.

Rebecca Wever_____ Seconded the motion, and the roll being called upon the question of adoption of the resolution the vote resulted as follows:

AYE David Speicher, Maria DeMatteo, Sue Irwin, Chad Seeberg, Rebecca Wever, Lisa Wellman, and Robert Buckley

NAY:

ADOPTED this 19th day of _June__, 2013.

**OLD BUSINESS –** Old business was covered in Executive Committee report.

**NEW BUSINESS –** New business was covered in Operations Committee report.

**PUBLIC COMMENT -** There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held on, **6:00** p.m. at the Main Library location on July 17, 2013.

The meeting was adjourned by President Buckley at 7:05 p.m.

_____ _____

Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**July 17, 2013**

The Marysville Public Library Board of Trustees met on Wednesday, July 17, 2013, at the Main Library location.
Attending: Robert Buckley, Sue Irwin, Lisa Wellman, Rebecca Wever, Maria DeMatteo, Chad Seeberg, David Speicher
Staff: Ryan McDonnell, Michael Schmenk, and Arleen Leslie
Guests: David Irish and Carol Pelz

**CALL TO ORDER**
Robert Buckley, called the meeting to order at 7:30 p.m

**APPROVAL OF MINUTES** – June 19, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 32-13**
Sue Irwin, moved approval of the minutes, seconded by Lisa Wellman.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley asked if there were any changes or additions to the agenda. There were no requests for change to the agenda.
**Motion 33-13**
David Speicher moved approval of the agenda as amended, seconded by Rebecca Wever.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed as amended.

**FRIENDS OF THE LIBRARY UPDATE –**Dave Irish
Dave Irish reported that Missy Hackett has resigned as membership chair. Plans are forming for the 2014 Author Series with one author approved. The Friends Annual Meeting is set for September 15th, 1:30pm at Halycon. At the meeting Ryan McDonnell will be named the 2013 Honoree.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.
**Motion 34-13**
Sue Irwin moved approval of the Financial Report, seconded by Dave Speicher. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**DIRECTOR'S REPORT –** Ryan McDonnell
Mr. McDonnell gave a brief review of the written report that was included in the monthly mailing to Board Members.

**Motion 35 -13**
Sue Irwin moved to go into executive session for the purpose of hiring staff. Seconded by Rebecca Wever

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Motion 36 -13**
Dave Speicher moved to go out of executive session. Seconded by Maria DeMatteo.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Motion 37 -13**
Rebecca Wever moved to go back into executive session for the purpose of hiring staff. Seconded by Lisa Wellman.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Motion 38 -13**
Sue Irwin moved to go out of executive session. Seconded by Lisa Wellman.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Motion 39 -13**
Sue Irwin moved to authorize the Board President, Robert Buckley, to offer the position of Director to Randell Matlow with the understanding that the maximum salary negotiated will not exceed the advertised salary range, plus a maximum number of PTO days at 22 and the standard MPL benefit package.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**COMMITTEE REPORTS**
**Executive –** Lisa Wellman (Chair), Rebecca Wever - No report for July.
**Planning and External Relations** – Rebecca Wever (Chair), Maria DeMatteo, Lisa Wellman No report for July.
**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg - No report for July.

**OLD BUSINESS -** There was no old business

**NEW BUSINESS –** There was no new business.

**PUBLIC COMMENT -** There was no public comment
The next regular meeting of the Marysville Public Library Board of Trustees will be held on, **6:00** p.m. at the Main Library location on August 21, 2013.
The meeting was adjourned by President Buckley at 9:15p.m.

_____ _____
Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**August 21, 2013**

The Marysville Public Library Board of Trustees met on Wednesday, August 21, 2013, at the Main Library location.
Attending: Robert Buckley, Sue Irwin, Lisa Wellman, Rebecca Wever, Maria DeMatteo, Chad Seeberg, David Speicher
Staff: Ryan McDonnell, Michael Schmenk, and Arleen Leslie
Guests: David Irish and Suzanne Kienbaum

**CALL TO ORDER**
Robert Buckley, called the meeting to order at 7:00 p.m

**APPROVAL OF MINUTES** – July17, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 40-13**
Rebecca Wever, moved approval of the minutes, seconded by David Speicher.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley requested adding three items to the Executive Committee report. The appointment of a new board member for 2014, resignation of Ryan McDonnell, and a resolution of appreciation for Ryan McDonnell.
**Motion 41-13**
Sue Irwin moved approval of the agenda as amended, seconded by Chad Seeberg. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed as amended.

**FRIENDS OF THE LIBRARY UPDATE –**Dave Irish
Dave Irish reported The Friends Annual Meeting is set for September 15th, 1:30pm at Halycon. Four authors have been selected for the 2014 Author Series. Dates are February 18, March 18, April 29, and May 6. The endowment fund is now over $150,000.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.
**Motion 42-13**
Rebecca Wever moved approval of the Financial Report, seconded by Lisa Wellman. .

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**DIRECTOR'S REPORT –** Ryan McDonnell
Mr. McDonnell gave a brief review of the written report that was included in the monthly mailing to Board Members.

**COMMITTEE REPORTS**
**Executive –** Lisa Wellman (Chair), Rebecca Wever - No meeting in July, 2013.
Sue Irwin and Rebecca Wever gave updates on the PAC Levy committee. Dates of up-coming events will be emailed to all board members.
President Buckley announced that Lisa Wellman will finish her seven year term this December. She has decided not to seek a second term. Discussion followed on the search process for a new Board member. No immediate action was taken.

President Buckley presented a letter of resignation from Director Ryan McDonnell.
**Motion 43-13**
Sue Irwin moved to accept the resignation of Director of Ryan McDonnell, seconded by David Speicher.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

President Buckley moved to accept the following resolution which was seconded by Lisa Wellman.
**Motion 44-13**
Be it resolved by the Marysville Public Library Board of Trustees that the resignation of Ryan McDonnell as Director of Marysville Public Library is hereby accepted effective August 31, 2013. Be it resolved further that the Board places on record its appreciation for the leadership, dedication, and guidance provided by Ryan McDonnell during his tenure as Director of the Marysville Public Library.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Planning and External Relations** – Rebecca Wever (Chair), Maria DeMatteo, Lisa Wellman
No meeting in July, 2013.
**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
No meeting in July, 2013.

**OLD BUSINESS –** There was no old business.
**NEW BUSINESS –** There was no new business.
**PUBLIC COMMENT -** There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held on, **6:00** p.m. at the Main Library location on September 18 , 2013. There will be a Welcome Reception for new Director, Randy Matlow, on September 26, 6:00pm, in meeting room A.

The meeting was adjourned by President Buckley at 7:33pm.

_____ _____
Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**September 18, 2013**

The Marysville Public Library Board of Trustees met on Wednesday, September 18, 2013, at the Main Library location.
Attending: Robert Buckley, Sue Irwin, Lisa Wellman, Rebecca Wever, Maria DeMatteo, Chad Seeberg, David Speicher
Staff: Randy Matlow, Michael Schmenk, and Arleen Leslie
Guests: David Irish and Joni Altman

**CALL TO ORDER**
Robert Buckley called the meeting to order at 6:00 p.m.

**APPROVAL OF MINUTES** – August 21, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 45-13**
Sue Irwin, moved approval of the minutes, seconded by Lisa Wellman.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley requested three changes to the agenda: Change the date to September 18, 2013, Move the Resolution for certification to the Financial Report, and add Meet the Staff to the agenda.
**Motion 46-13**
Chad Seeberg moved approval of the agenda as amended, seconded by Rebecca Wever. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed as amended.

**FRIENDS OF THE LIBRARY UPDATE –**Dave Irish
At the Friends Annual Meeting on September 15th, elections were held for 2014 Board of Directors. Returning Directors elected were Joel Allen, Florence Allen, Linda Davisson, and Dave Irish. Nate Johnson was elected as a new Director. New officers for the Board will be elected at the October Board meeting. The next project will be the fund drive for the 2014 Author Series. Kroger awards for the last quarter were $286.80.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.

**Motion 47-13**

Rebecca Wever moved approval of the Financial Report, seconded by Lisa Wellman. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

A resolution for certification was presented for approval with a change in the date to commencing January 1st, 2013.

**Motion 48-13**

Lisa Wellman moved approval of the resolution for certification with a change in the date to commencing January 1st, 2013. Seconded by Chad Seeberg.

Resolved, By the Board of Trustees of the Marysville Public Library, Union County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st. 2014 and

Whereas, The Budget Commission of Union County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

RESOLVED, By the Board of Trustees of Marysville Public Library, Union County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said District the rate of each tax necessary to be levied within and without the ten mill limitation as follows; See Attached SCHEDULE A and SCHEDULE B and be it further

RESOLVED, That the Fiscal Officer of this Board be and he is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Roll Call Vote: Robert Buckley Aye

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Absent |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

The resolution passed as presented.

**DIRECTOR'S REPORT –** Randy Matlow

Mr. Matlow gave a brief review of the written report that was included in the monthly mailing to Board Members.

**COMMITTEE REPORTS**

**Executive –** Lisa Wellman (Chair), Rebecca Wever - No meeting in August, 2013.

Sue Irwin and Rebecca Wever gave updates on the PAC Levy committee. Dates of up-coming events will be emailed to all board members.

**Planning and External Relations** – Rebecca Wever (Chair), Maria DeMatteo, Lisa Wellman
No meeting in September, 2013.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
No meeting in September, 2013.

**OLD BUSINESS –** There was no old business.

**NEW BUSINESS**
Mr. Matlow presented the Board a list of his first impressions and requested action on the following items.

- A fine forgiveness week the last week of October.
- A new Youth patron card that would only allow access to digital items.
- Changing the Staff Development Day from October to December. The Library will be closed on this Day.
- Operations committee to meet at 5:00pm on Monday, October 21.
- Planning committee to meet at 6:00pm on Monday, October 21.
- Schedule a Records Commission Meeting for 6:00pm, October 23, with the regular Board Meeting to follow.

Due to an early leave by Mr. Buckley, Lisa Wellman, Vice President, presided over the rest of the meeting.
Mr. Schmenk presented the possibility of changing the insurance renewal date from February 1, to December 1. Discussion will be carried over to the October meeting when more information is available.

**PUBLIC COMMENT -** There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main Library location, Meeting Room A, on October 23, 2013, immediately following the 6:00pm Records Commission meeting.

The meeting was adjourned by acting President, Lisa Wellman at 7:35pm.

_____ _____
Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**October 23, 2013**

The Marysville Public Library Board of Trustees met on October 23, 2013, at the Main Library.
Attending: Robert Buckley, Sue Irwin, Lisa Wellman, Chad Seeberg, David Speicher
Absent: Rebecca Wever, Maria DeMatteo
Staff: Randy Matlow, Michael Schmenk, and Arleen Leslie
Guests: David Irish and Rachel Carpenter

**CALL TO ORDER**
Robert Buckley called the meeting to order at 6:14 p.m.
**GUESTS:**
Director Randy Matlow introduced Circulation Clerk, Rachel Carpenter, to the Board. Discussion on her position at the Library and recent success in promoting a state-wide Christian Youth Concert followed.

**APPROVAL OF MINUTES** – September 18, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 49-13**
Sue Irwin, moved approval of the minutes, seconded by David Speicher.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Absent | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley requested the following deletions from the agenda: Resolution to allow Metropolitan Educational Council to negotiate utility rates for the Library; Change to Circulation Policy Claimed Returns; Change to Circulation Policy Placing Holds.
**Motion 50-13**
Lisa Wellman moved approval of the agenda as amended, seconded by Chad Seeberg. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Absent | Wellman | Aye |

Agenda passed as amended.

**FRIENDS OF THE LIBRARY UPDATE –**Dave Irish
At the Friends October meeting the following officers were elected: President-Dave Irish, Vice. Pres.-Jan Dick, Secretary-Julie Cline, and Treas.-Brian Ravencraft. Sponsorships letters for the 2014 Author Series will be going out next week.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.

**Motion 51-13**
David Speicher moved approval of the Financial Report, seconded by Chad Seeberg. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Absent | Wellman | Aye |

**DIRECTOR'S REPORT –** Randy Matlow
Direction presented a revised Circulation Report. At the Combined Committee meeting on Monday, Director Matlow had reviewed the written report that was included in the monthly mailing to Board Members.

**COMMITTEE REPORTS –** Robert Buckley reviewed the minutes of the combined committee meeting held on Monday, October 21. Questions were asked on costs related to the Dolly Parton program. David Irish will check on this and report back in the November Board meeting.

**OLD BUSINESS**
Director Randy Matlow presented the interview schedule for the Trustee position. A list of questions for the candidates was reviewed by Board members.

**NEW BUSINESS**
President Buckley reviewed the Union County Senior Services Grant application. The grant will be funding to increase the Library's Large Print Book collection.
**Motion 52-13**
Sue Irwin moved to authorize the director to submit the Large Print Book Grant application to Union County Senior Services for their consideration. Motion was seconded by Lisa Wellman.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Absent | Wellman | Aye |

Motion was approved as presented.

Director Matlow introduced a resolution to change the current smoking policy. Discussion followed.
**Motion 53-13**
David Speicher moved to change the current smoking policy (PS7.1 h. Using tobacco in any form while inside a library building.) to Using tobacco in any form or using electronic cigarettes while inside a library building. Motion was seconded by Chad Seeberg.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Absent | Seeberg | Aye |
| Irwin | Aye | Wever | Absent | Wellman | Aye |

Motion was approved as presented.

**PUBLIC COMMENT -** There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main Library location, November 20, 2013, 6:00pm.

The meeting was adjourned by President, Robert Buckley at 7:20pm.

_____ _____
Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**November 20, 2013**

The Marysville Public Library Board of Trustees met on November 20, 2013, at the Main Library.
Attending: Robert Buckley, Sue Irwin, Lisa Wellman, David Speicher, Rebecca Wever, Maria DeMatteo Absent: Chad Seeberg
Staff: Randy Matlow, Michael Schmenk, and Arleen Leslie
Guests: David Irish, Leah McCoy, and Rhonda Thompson

**CALL TO ORDER**
Robert Buckley called the meeting to order at 6:04 p.m.
**GUESTS:**
Director Randy Matlow introduced Circ. Clerk/Tech Serv,Asst., Leah McCoy, to the Board. Discussion on her position at the Library and her Assoc.degree in ASL followed. Rhonda Thompson was welcomed as the new 2014 Board of Trustees member.

**APPROVAL OF MINUTES** – October 23, 2013 and November 6, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the October 23, meeting. Rebecca Wever corrected spelling on Julie Klein's name.
**Motion 58-13**
Rebecca Wever, moved approval of the minutes as corrected, seconded by Maria DeMatteo.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Absent |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as corrected.

Mr. Buckley asked if there were any corrections regarding the minutes of the Special meeting held on November 6.
**Motion 59-13**
David Speicher, moved approval of the minutes, seconded by Sue Irwin.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Absent |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
Mr. Buckley asked if there were any requests for changes to the agenda.
**Motion 60-13**
Lisa Wellman moved approval of the agenda, seconded by Sue Irwin. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Absent |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed as presented.

**FRIENDS OF THE LIBRARY UPDATE –**Dave Irish
Mr. Irish presented a flyer for the 2014 Guest Authors and gave an update on financial's for the Author Series. The Friends will sponsor the Author Showcase on December 2nd and will participate in the Staff Day on December 4.

**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.

**Motion 61-13**
Sue Irwin moved approval of the Financial Report, seconded by David Speicher. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Absent |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**DIRECTOR'S REPORT –** Randy Matlow
At the Combined Committee meeting on Monday, Director Matlow had reviewed the written report that was included in the monthly mailing to Board Members. Director Matlow reported that notice had been sent to all staff requesting anyone interested in Sunday hours notify their supervisor. Following a discussion on an opening date for Sunday hours it was decided to postpone the date until the next meeting when Director Matlow will have more information on staffing issues.

**COMMITTEE REPORTS –**
**Executive –** Lisa Wellman (Chair), Rebecca Wever,
No Committee Meeting this month. Lisa Wellman opened discussion on the annual review for Mike Schmenk, Fiscal Officer. It was decided the review would be coordinated with the Monday committee meetings in December.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
Sue Irwin reviewed the minutes from the Monday, November 18, committee meeting. Discussion on salaries for 2014 followed.
**Motion 62-13**
Sue Irwin moved to authorize the Director to award raises effective January 2014 with the understanding that estimated 2014 salary expenditures would not exceed a 3% increase over 2013 salary appropriations. Seconded by Rebecca Wever. .

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Absent |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**Planning and External Relations – Rebecca Wever (Chair**), Maria DeMatteo, Lisa Wellman
Rebecca Wever reviewed the minutes from the Monday, November 18, committee meeting. There were no requests for action. A new strategic plan will be the next project for the committee.

**OLD BUSINESS**
Rhonda Thompson was welcomed as the new 2014 Board of Trustee member.
Randy Matlow reviewed the program and invited Board members to attend the December 4, Staff Development Day.

**NEW BUSINESS**
New Business was covered in Committee Reports.

**PUBLIC COMMENT -** There was no public comment

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main Library location, December 18, 2013, 6:00pm.

The meeting was adjourned by President, Robert Buckley at 7:15 pm.

_____ _____

Robert Buckley, President Rebecca Wever, Secretary

**MINUTES OF**
**MARYSVILLE PUBLIC LIBRARY**
**BOARD OF TRUSTEES**

**December 18, 2013**

The Marysville Public Library Board of Trustees met on December 18, 2013, at the Main Library.
Attending: Robert Buckley, Sue Irwin, Lisa Wellman, Chad Seeberg, David Speicher, Rebecca Wever, Maria DeMatteo
Staff: Randy Matlow, Michael Schmenk, and Arleen Leslie
Guests: David Irish and Jennifer Dutter

**CALL TO ORDER**
Robert Buckley called the meeting to order at 6:00 p.m.

**GUESTS:**
Director Randy Matlow introduced Circulation Assistant, Jennifer Dutter, to the Board. Discussion on her background and her position at the Library followed.

**APPROVAL OF MINUTES** – November 20, 2013
Mr. Buckley asked if there were any corrections regarding the minutes of the last meeting.
**Motion 63-13**
David Speicher, moved approval of the minutes, seconded by Rebecca Wever.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Minutes were approved as presented.

**APPROVAL OF AGENDA**
David Speicher requested New Business include a discussion regarding the Board's status on building plans. Randy Matlow requested New Business include election of officers for 2014.
**Motion 64-13**
Sue Irwin moved approval of the agenda as amended, seconded by Maria DeMatteo. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Agenda passed as amended.

**FRIENDS OF THE LIBRARY UPDATE –**Dave Irish
Dave Irish reported several Friends attended the Ethics Presentation at the 2013 Staff Day. Sale total for the Scholastic Book Fair was $1493.00 of which the Library receives $622.00 in Scholastic Book dollars. The membership drive will start in January. Tickets are now on sale for the 2014 Author Series.
**FINANCIAL REPORT** –Michael Schmenk, Fiscal Officer, presented the financial report. After discussion the financial report was approved as presented.

**Motion 65-13**
David Speicher moved approval of the Financial Report, seconded by Chad Seeberg. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

**FISCAL OFFICER OATH OF OFFICE**
Michael Schmenk took the Fiscal Officer's Oath of Office for the Marysville Public Library.

**DIRECTOR'S REPORT –** Randy Matlow
Mr. Matlow gave a brief review of the written report that was included in the monthly mailing to Board Members. Staff are working on publicity for Sunday hours. Staffing will be minimal with only one Reference and three Circulation staff members.

**COMMITTEE REPORTS –**
**Executive –** Lisa Wellman (Chair), Rebecca Wever,
Lisa Wellman reported the committee met on December 16, 2014, for Mike Schmenk's, Fiscal Officer, review. The committee recommended a 3% raise in salary effective January 1, 2014.
**Motion 66-13**
Lisa Wellman moved approval of a 3% raise in salary for Mike Schmenk, FO, effective January 1, 2013, seconded by Rebecca Wever. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Motion passed as presented.

**Operations** –Sue Irwin (Chair), David Speicher, Chad Seeberg
Sue Irwin reviewed the minutes of the December 16, meeting. Mike Schmenk gave an update on a new HSA insurance offer from United Health Care. Discussion followed comparing PPO options to the HSA options. Due to small enrollment the Library can only offer one option.
**Motion 67-13**
Sue Irwin moved to approve the United Health Care HSA as the 2014 insurance option, seconded by David Speicher. The Library will pay 80% for single and 60% for family coverage. A monthly amount of $125 – single or $170 – family will be added to the employee's HSA account. First time enrollee's will receive a deposit to their HSA account of $250 – single or $500 – family. .

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Motion passed as presented.

Mike Schmenk reviewed the Temporary Appropriations Budget for 2014.

**Motion 68-13**
Rebecca Wever moved approval of the Temporary Appropriation Budget for 2014 as presented. Seconded by Lisa Wellman

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

Motion passed as presented.

**<u>Planning and External Relations</u> – Rebecca Wever (Chair**), Maria DeMatteo, Lisa Wellman
There was no meeting in December. The committee will meet on January 20, 2014, 6:00p.m.
**OLD BUSINESS -** Old Business was covered in meeting reports.

**NEW BUSINESS**
David Speicher reported he has had questions from the community on the Library's building plans and questioned if we have a consensus on a response to these questions. Discussion followed. By consensus there is no easy answer. Buildings will definitely be a priority in the new strategic plan. The planning process will start in January 2014.

ELECTION OF 2014 OFFICERS
Robert Buckley opened the floor for the election of officers for 2014.
**Motion 69-13**
Rebecca Wever moved to nominate Robert Buckley as President for 2014. Seconded by Lisa Wellman.

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|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

The motion was passed.
**Motion 70-13**
Sue Irwin moved to nominate Rebecca Wever as Vice President for 2014. Seconded by David Speicher.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

The motion was passed.
**Motion 71-13**
Rebecca Wever moved to nominate Maria DeMatteo as Secretary for 2014. Seconded by Sue Irwin.

| | | | | | |
|---|---|---|---|---|---|
| Speicher | Aye | DeMatteo | Aye | Seeberg | Aye |
| Irwin | Aye | Wever | Aye | Wellman | Aye |

The motion passed.

Lisa Wellman stated she had sent out review forms for the Director's 3 month review. Sue Irwin volunteered to chair the review process. All Board members are to send evaluations to Sue by January 15, 2014.

**PUBLIC COMMENT -** There was no public comment

Robert Buckley recognized Lisa Wellman for her seven years as a Board of Trustees member.

The next regular meeting of the Marysville Public Library Board of Trustees will be held at the Main Library location, January 22, 2014 at 6:00pm.

The meeting was adjourned by President, Robert Buckley at 7:29pm.

_____ _____
Robert Buckley, President Rebecca Wever, Secretary