

UPPER ARLINGTON PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

May 17, 2007 5:00 p.m.

MINUTES

President Motil called the meeting to order at 5:00 p.m.

IN ATTENDANCE

BOARD MEMBERS: Charles Motil, Brian Perera, Megan Gilligan, John Magill, Bryce Kurfees and John Burtch

OTHERS PRESENT: Ann Moore, Director; Terri McKeown, Clerk-Treasurer; Mark Mangini, Adult Services Manager; John Forgos, Owner's Representative; Ruth McNeil, Community Relations Manager; Sherman Wallace, Facilities Manager; Dan Boda, 2007 Levy Committee Chair; Dick Wood, 2007 Levy Committee Member; and Nancy Roth, Administrative Secretary

APPROVAL OF THE MINUTES

Gilligan made a motion to approve the minutes of the April 10, 2007 Board meeting. Perera seconded the motion. VOTING AYE: Burtch, Gilligan, Kurfees, Magill, Motil and Perera. VOTING NAY: None.

Perera made a motion to approve the minutes of the April 19, 2007 Special Board meeting. Magill seconded the motion. VOTING AYE: Burtch, Gilligan, Kurfees, Magill, Motil and Perera. VOTING NAY: None.

PRESIDENT'S REPORT

Motil read Resolution 24-07 into the record.

RESOLUTION 24-07

To Express Thanks to the UA Library Levy Campaign Committee

Be It Resolved that the Board of Trustees of the Upper Arlington Public Library hereby acknowledges with thanks and gratitude the volunteer service the members of the UA Library Levy Campaign Committee performed on behalf of the library and the community.

Under the direction of Mr. Dan Boda, Campaign Chair, committee members Amy Erickson, Leslie Winters, Jim Sauer, Dan Binau, Charles Motil, Debbi Wood, Dick Wood, Becky May, Wanda Carter and Ann Moore worked countless hours to ensure

the success of the campaign. The overwhelming affirmative votes the campaign received is a tribute to their talents, labor and expertise.

That the members of the campaign committee made a significant contribution of direct and lasting benefit to the operation of the Upper Arlington Public Library System is hereby noted and witnessed this 17th day of May 2007.

Perera made a motion to approve passage of Resolution 24-07. Magill seconded the motion. VOTING AYE: Burtch, Gilligan, Kurfees, Magill, Motil and Perera. VOTING NAY: None.

Motil thanked the Levy Committee for their hard work and commitment during the levy campaign. Boda thanked the Board and said that his committee had been very cooperative and helpful. Motil noted that many library employees helped on the campaign and he thanked them. Perera thanked the voters who took the time to go vote during an off year election.

Moore noted that several other library levies in the state failed this year, including the Pataskala library levy that failed by only two votes. She said she had received many comments from fellow library directors about the strong community support that was evidenced by the 72% passage percentage.

Dick Wood thanked everyone for their help. He said that everyone he approached agreed to help without reservation.

Burtch said that on other levy campaigns he had been nervous about the results but that he was less nervous during this campaign. He said that he received many positive comments about the library. He congratulated the staff, noting that they serve as the public face of the library and have created goodwill for the library by their good service and helpfulness to the patrons. Moore also noted that the staff was a large part of the success of the levy campaign due to developing positive relationships with patrons.

Boda said his fifteen years of experience with UA Library levies has lead him to believe that the levies succeed because the library keeps the promises made during levy campaigns. He urged the Board to move on with the promises made this year. Wood noted that long term levies have failed for other libraries and commented on the difficulty of projecting long term funding sources when the state resources fluctuate. He said that keeping the levy term to five years is a more reasonable and productive option.

PUBLIC COMMENTS

There were no public comments.

UAPL FOUNDATION REPORT

Moore said that McKnight was unable to attend the meeting but had indicated that she would mail a report to the Board.

DEPARTMENTAL REPORT

Mark Mangini, Manager of the Reference Department, presented an overview of the selection process used by his department for new databases. He noted that the overall goal was to have a balanced collection with resources available on a wide range of topics. He said that members of his department are constantly reviewing resources, including new databases on trial from vendors.

Mangini outlined four considerations used in assessing databases. These are:

1. Subject – Is there a demand for the topic or utility from patrons;
2. Interface – Is the product designed with a user-friendly interface;
3. Search Functionality – Does the product have a simple to use search function and still allow for a more refined search by more experienced web users;
4. Pricing – Databases are generally priced by either the population served or the number of library cards.

Mangini noted that the preference for UAPL would be to be charged by the population served (about 35,000) rather than by the number of library cards (about 55,000) since the price break point is usually increased at the 50,000 card mark.

Mangini said that Reference e-books are also becoming increasingly available and often cost about 10% more than the print version. He said that these types of e-books are not downloadable, but are electronic versions of print resources that can be searched like a database. He noted that for some topics, such as medical and investment resources, he would still recommend the library having a print copy on hand as these topics are more frequently used by older patrons. Mangini said that some companies offer the print version of the resources at a deep discount if the e-book version is purchased.

Mangini said that in April the Medical Encyclopedia e-book was accessed 60 times and that 30 of those were remote accesses. He said that the print resource of the Medical Encyclopedia would not be used that often in a month's time, but that by opening up the resource to 24/7 remote access, the use increases. He said that many of these resources are being used by UA students for school projects. Mangini said the schools have been very complimentary and enthusiastic about the library's online reference resources. Mangini noted that there are currently 19 reference e-books available to patrons and that these books were accessed 256 times in April.

Mangini noted that when e-books and databases are purchased, Marcus makes the necessary adjustments on the proxy server and Sara Klein creates links on the website. The new acquisitions are then announced to the staff so that they can

preview the resource and report any problems or concerns. Then the announcement of availability is made to patrons about two weeks later.

Mangini demonstrated the use of the Medical Encyclopedia for the Board along with a new newspaper database. Mangini said that databases have increased from 30 to 60+ by the end of the year. He noted that they currently appear on the website in an alphabetical listing. He said that the goal is to have an optional listing by subject matter available to patrons by the end of the year so that patrons can more easily find the resource they want.

Perera asked if there was a shelf notice for printed resources informing patrons that the e-book version is available through the website. Mangini said that there currently was not, but that he would discuss this possibility with his department. The Board thanked Mangini for the information and for his time.

DIRECTOR'S REPORT

The Director's written report is attached as Exhibit A.

Moore said that she had just received a copy of a publication called Marketing Libraries which contained an article and picture of UAPL regarding the book drop as an example of facilitating the use of the library.

Moore noted that she had visited the new Hudson library and would present some pictures at next month's Board meeting. She said that the library was similar in size to UAPL.

Moore noted that the Summer Reading program would have its kick-off on June 10th.

Moore said that last week she, Kate Porter and Steve D'Andrea attended a meeting with other Franklin County Library Directors and the Directors of Delaware County, Licking County and Dayton-Montgomery County libraries. The group met to discuss circulation automation systems. The meeting was precipitated when Sirsi/Dynex, a major vendor of automation systems announced that a new product expected by many libraries was being cancelled.

Moore noted that Columbus Metro had planned to convert their system to the new product as were other large systems. The libraries met to discuss options and to share information about other systems. Moore said that UAPL is the only library in Ohio using VTLS for circulation automation.

Moore said that the group will meet again next month and that she plans to attend. She said that it is important for the library to keep communications open with other facilities in the area, and especially to be involved in discussion about the possibility of sharing resources. Moore said that the cost of changing automation systems is

between \$400,000 and \$500,000. She said yearly maintenance fees would run about 10% of that annually.

She said that the group also discussed open access systems and universal library cards. She said that OCLC may be developing an open source type system.

Magill inquired about what automation systems some of the large cities across the nations use and what the ripple effect of the Dynex product pull out might be.

Moore said that the Johnny DeLoretto broadcast last week from the library was a lot of fun for the staff and the students who participated.

OPERATIONS COMMITTEE

Moore asked Forgos to give an update on the Lane Road project. Forgos said that if the weather holds, the Lane Road excavation/waterproofing project could be finished in a couple of weeks. He said that corrugated perforated PVC piping was what they found had been installed as drainage around the building. He said that it was inadequate for the weight it had to sustain and much of it had collapsed under the weight of the soil covering it.

Forgos said the new pipe is triple-walled smooth perforated PVC engineered to 22 pounds per square inch strength which is more than enough for the project. He noted that the pipe has compatible fittings for tie-ins with other systems.

Forgos said that the north side of the building was nearly completed and was the most time consuming portion due to the various utility tie-ins. He said that the insulation is installed over the quilted fabric which is over the waterproof membrane. Forgos said that the system is a redundant one, so that it should ensure a dry basement. He said that the spring water table is two feet higher than the basement floor.

Forgos said that it appears the current exterior stairwell can be preserved by installing a small retaining wall. The cost of the retaining wall would run \$3,000 to \$4,000. This compares to \$10,000 to \$15,000 to replace the stairwell.

Magill asked how well the two individual contractors were coordinating the project. Forgos said that they were doing an excellent job and that he was very impressed.

Forgos said the remaining issue of coordinating with the city about the parking lot will need to be discussed in an Operations Committee meeting. There was a brief consultation with the members of that committee and an agreement was reached to meet on Friday, May 25, 2007 at 7:30 a.m.

Forgos said that Teemok had arranged for replacing some of the shrubs at Miller Park. That work was scheduled for May 22nd. Storm windows are scheduled to be

installed on May 29th. Magill asked about the status of payments to the contractor. McKeown said that approximately \$11,600 was still owed to Teemok.

Forgos said that Vaughn was scheduled to complete the insulation of the connecting pipes of the new cooling tower within the next week or so. He said that they have not submitted the final paperwork for the change order.

Forgos noted that the new counter for the drive-through book drop is now operational. In the week since its installation, over 1800 vehicles have driven through the book drop.

FINANCE COMMITTEE

Motil noted that the Finance Committee did not meet. McKeown's written report is included here. Kurfees made a motion to approve the April 2007 Financial Report. Perera seconded the motion. VOTING AYE: Burtch, Gilligan, Kurfees, Magill, Motil and Perera. VOTING NAY: None.

NOTES FROM THE LIBRARY TREASURER **MAY 2007**

With the wonderful outcome of the passing of the library levy request, Ann and I have begun to plan for changes to the library's appropriations to begin to fulfill the levy promises. The first item to address will be adding money to the library materials budget. We plan to present our recommendations at the June Library Board of Trustees meeting.

For your information, I have attached to my notes a spreadsheet the Ohio Library Council prepared summarizing the unofficial results of the Ohio Library Levy and Bond Issue results from the May election. UAPL and Wright Memorial Public Library in Montgomery County had the highest level of support. We are very fortunate to be in a community that is so supportive!

I have enclosed a copy of an article that was published in the Cleveland Plain Dealer on Sunday, April 22. The columnist writes about the excellence of Ohio Libraries – and the funding for libraries at the state level.

The Ohio House of Representatives approved its version of the state's two-year budget on May 1. Amended Substitute House Bill 119 included the Governor's proposal to change the name and source of the state's funding of public libraries. The funding source of the newly named Local Libraries Fund (LLF) will be 2.2% of the General Revenue Fund taxes. These changes are slated to take place in January 2008. Public library funding will remain frozen under the current LLGSF through the remainder of 2007.

The budget bill moves to the Ohio Senate for hearings throughout the month of May. The budget must be approved by June 30th. I will continue to keep the Board apprised of the progress of the budget bill.

Included in your packet is a resolution to approve the 2008 Budget Request to the Franklin County Budget Commission. This budget represents our needs for calendar year 2008, and is our first request for state funding for libraries (LLGSF or Local Libraries Fund). We are requesting \$3,400,000 in funding for 2007, which is an increase from the \$3,200,000 anticipated to be received in 2007. The budget request must be adopted at the May Board meeting and submitted to the City of Upper Arlington prior to May 31st. The budget is then submitted to the Franklin County Auditor's Office by July 20th. Subsequently, the Franklin County Budget Commission will meet the first Monday in August to vote on the distribution of the 2008 Franklin County share of the state's funding of libraries. Currently, the Franklin County Libraries have an allocation agreement and I anticipate it will be valid when the allocation is determined.

RESOLUTION 25-07
General Fund Donation

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library acknowledges and accepts into the General Fund with sincere thanks the following donations:

APRIL 2007 DONATIONS

\$25.00	Carol Ventresca
\$1,000.00	Martin Peter Sayers & Marjorie Garver Sayers & Family (via UA Library Foundation)
\$30.00	Helen Etzel

Kurfees made a motion to approve Resolution 25-07. Perera seconded the motion. VOTING AYE: Burtch, Gilligan, Kurfees, Magill, Motil and Perera. VOTING NAY: None.

Magill suggested that the yearly donation from the Sayers family should be publicized. He noted that the Sayers collection is an interesting mix of titles and that patrons should be made aware of it. Moore agreed that this would be a good idea, but said she would want to check with the family before spotlighting their donation.

RESOLUTION 26-07
2008 BUDGET REQUEST TO FRANKLIN COUNTY BUDGET COMMISSION
INCOME

GENERAL FUND

1200 GENERAL PROPERTY TAXES	2,730,000
2100 INTERGOVERNMENTAL (LLGSF)	3,400,000
2200 PROPERTY TAX CREDITS	370,000
3100 PATRON FINES/FEES/PRINTING	180,000
4100 INTEREST	80,000
6000 DONATIONS	6,000
8700 REFUNDS/REIMBURSEMENTS	4,000
8900 MISCELLANEOUS	<u>500</u>
TOTAL	6,770,500
UNENCUMBERED BAL 1/1/2008	<u>1,329,500</u>
TOTAL RESOURCES	8,100,000

BUILDING IMPROVEMENT FUND

9000 TRANSFER IN FROM GEN FUND	545,000
UNENCUMBERED BAL 1/1/2008	<u>464,000</u>
TOTAL RESOURCES	1,009,000

MILLER PARK RENOVATION FUND

9000 TRANSFER IN FROM GEN FUND	-0-
UNENCUMBERED BAL 1/1/2008	<u>-0-</u>
TOTAL RESOURCES	-0-

RESOLUTION 26-07
2008 BUDGET REQUEST TO FRANKLIN COUNTY BUDGET COMMISSION
EXPENSES
GENERAL FUND

1000 SALARIES & BENEFITS	
1100 SALARIES	3,100,000
1400 RETIREMENT	744,000
1600 INSURANCE	375,000
1900 OTHER BENEFITS	<u>20,000</u>
TOTAL	4,239,000
2000 SUPPLIES	
2100 ADMINISTRATIVE	250,000
2200 MAINTENANCE	35,000
2300 VEHICLE/FUEL	<u>3,000</u>
TOTAL	288,000
3000 PURCHASED & CONTRACTED SERVICES	
3100 TRAVEL, MEETINGS & TRAINING	50,000
3200 COMMUNICATIONS	85,000
3300 MAINTENANCE	300,000
3400 PROPERTY INSURANCE	50,000
3500 RENTS/LEASES	10,000
3600 UTILITIES	250,000
3700 PROFESSIONAL SERVICES	200,000
3800 LIBRARY MATERIAL CONTROL	75,000
3900 OTHER SERVICES	<u>2,000</u>
TOTAL	1,022,000
4000 LIBRARY MATERIALS	
4100 BOOKS	700,000
4200 PERIODICALS	100,000
4300 AUDIOVISUAL	350,000
4500 COMPUTER SERVICES	275,000
4700 MATERIAL REPAIR	3,000
4900 OTHER LIB MATERIAL	<u>5,000</u>
TOTAL	1,433,000
5000 CAPITAL OUTLAY	
5200 LAND IMPROVEMENT	30,000
5400 BLDG IMPROVEMENT	120,000
5500 FURN/EQUIP/COMPUTERS/SOFTWARE	<u>405,000</u>
TOTAL	555,000
7000 OTHER OBJECTS	
7100 DUES/MEMBERSHIP	15,000
7500 REFUNDS	<u>3,000</u>
TOTAL	18,000
9900 TRANSFER TO CAPITAL PROJECT FUND	545,000
GRAND TOTAL GENERAL FUND	8,100,000

RESOLUTION 26-07
2008 BUDGET REQUEST TO FRANKLIN COUNTY BUDGET COMMISSION
EXPENSES
BUILDING IMPROVEMENT FUND

3000 PURCHASED & CONTRACTED SERVICES	
3200 COMMUNICATIONS	20,000
3700 PROFESSIONAL SERVICES	125,000
3900 OTHER PURCHASED SERVICES	<u>3,000</u>
TOTAL	148,000
5000 CAPITAL OUTLAY	
5200 LAND IMPROVEMENT	100,000
5400 BLDG IMPROVEMENT	<u>761,000</u>
TOTAL	861,000
GRAND TOTAL BLDG IMPROV FUND	1,009,000

McKeown's spreadsheet in support of Resolution 26-07 is attached to the minutes as Exhibit C.

McKeown said that the budget request represents a budget which includes funds for everything the library would like to do. This request is made so that if additional funds are available through the Franklin County Budget Commission, the library would have made a request on record. McKeown noted that there is a county-wide agreement among the libraries as to the allocation of the LLGSF and that no challenges to that agreement are anticipated this year. She said that the budget request is required by Ohio law and must be submitted through our taxing authority, the City of Upper Arlington. She said that the allocation amount for 2008 should be known by mid-August.

Magill made a motion to approve Resolution 26-07. Kurfees seconded the motion. VOTING AYE: Burtch, Gilligan, Kurfees, Magill, Motil and Perera. VOTING NAY: None.

McKeown noted the positive election returns for passage of the new levy. She distributed an informational sheet from OLC detailing the results of other library levies on the most recent ballot. She said that the library can move on to fulfill the promises made to the voters. She noted that a 5 year levy does allow more responsive financial planning by the library. McKeown said that the new levy funds would become available beginning January 2008. She noted that the cost of the special election would be deducted from the first settlement.

McKeown said that the library would be budgeting additional funds to the materials budget and would increase funds available to expedite the processing of the new materials in order to get new items on the shelves for patrons as quickly as possible.

McKeown said that the new voluntary supplemental life insurance plan is being presented to the full-time staff. Thus far, twelve people have signed up for the insurance, compared to only nine who were enrolled in the previous program. McKeown said that Anthem will be presenting a demonstration of their online resources and mail-order pharmacy to staff next week. She said that the dental insurance policy through MEC is due for renewal July 1st and she is awaiting notification of the new rates.

McKeown said that the audit for 2005-2006 will commence possibly in June and is being done by the State Auditor's Office. She noted that she will be attending a meeting of Ohio Library Treasurer's at Fairfield County District Library. She noted that this is a good opportunity to exchange information and ideas with other libraries. She said that a program about taxable and non-taxable fringe benefits was going to be presented.

McKeown said that under Governor Strickland's budget, the library fund will be 2.2% of all general revenue fund taxes. Perera added that the percentage was recently increased to slightly more than 2.2%. He said that the fund will likely not change its name as previously thought because of the difficulty in re-writing financial documents for various entities.

PERSONNEL COMMITTEE

Burtch said that the Personnel Committee did not meet. He made a motion to approve the Treasurer's Personnel Report. Gilligan seconded the motion. VOTING AYE: Burtch, Gilligan, Kurfees, Magill, Motil and Perera. Voting Nay: None.

Treasurer's Personnel Report
May 2007

<u>Effective Date</u>	<u>Employee</u>	<u>Current Rate</u>	<u>New Rate</u>	<u>Classification</u>	<u>PT/FT</u>
<u>Terminations</u>					
05/04/07	Kristen Alexander			Lib Asst I/Circ	T PT
<u>New hires</u>					
04/09/07	Joyce Rond	\$12.58 RA 105		Circulation Supervisor	T FT

<u>Effective Date</u>	<u>Employee</u>	<u>Current Rate</u>	<u>New Rate</u>	<u>Classification</u>	<u>PT/FT</u>
04/13/07	Stefanie Sikich	\$10.40 RA 104		Lib Asst II/Youth	T PT
04/19/07	Christopher Perry	\$9.55 RA 103		Maintenance	T PT
04/19/07	Kayla Brooks	\$6.85 RA 101		Page	T PT
05/03/07	Erin Taylor	\$10.40 RA 104		Lib Asst II Youth Outreach	L PT
05/07/07	Laura Moorman	\$18.00 RA 107		Librarian/Reference	T PT

Non-FMLA Leave of Absence

03/20/07 Shahin Shoar
to 04/15/06 (return to work on 04/16/07)

Media Svs Mgr T FT

FMLA Leave of Absence

03/27/06 Steven D'Andrea
to 05/03/07 (return to work on 05/07/07)

Computer Svs Mgr T FT

04/05/07 Sara Klein
to 04/20/07 (return to work on 04/23/07)

Librarian Spec/Ref T FT

Moore noted that the first training session for department managers has been held on April 25th. She said that it was great and that the session had stimulated discussion among the managers. Moore noted that the discussion in the session was very open and that Rubin and Murray had done a very good job. She said that the second session focusing on performance evaluations was scheduled for next week.

OLD BUSINESS

Kurfes said that the ad hoc committee to review meeting room use had been unable to schedule a second meeting. He said that the committee needed to review and discuss the first and third paragraphs of the current policy and how it interfaces with the mission statement. He said that the group would meet and report back to the Board at the June meeting.

NEW BUSINESS

Motil added a new business item which he indicated should have been on the Agenda. The item was discussion of unrestricted access to materials, particularly R-rated movies, by minors. Kurfees asked for the opinions of other Board members regarding the current policy and whether changes need to be made.

Gilligan said that she did not think there needed to be a change to the current policy, noting that there had been only one complaint by a parent who seemed to handle the issue with her child in an appropriate manner. She said it did not seem to be a chronic problem with Circulation.

Burtch said that he was not inclined to bite off a new constitutional issue at present. He said that the initial news coverage seemed to indicate that this would become a big issue, but that did not happen. He noted that Moore had done a wonderful job in her interview with the press. He said that the people of Upper Arlington voted in a 72% majority for the levy and that serves as vote of confidence. Burtch said that the Board should not rock the boat at the present time.

Kurfees said that the Columbus Public Library has a box on their application form for parents to opt out of allowing access to their children. Kurfees said that he thinks libraries should be in step with national trends to have the items restricted and that a parent should have to give permission for full access. He said that it would be a simple and reasonable process to have parents sign for their children's library cards and to have them check a box to give permission for the minor to check out any movie. If they don't check the box, Kurfees suggests that the assumption would follow what is going on nationally.

Kurfees said that Upper Arlington has nearly 600 households with single mothers and that the library should assist these women monitor their children's activities. He said that the current practice is not in step with national thinking.

Perera said he looked at the library application after the initial news coverage on the one disgruntled patron who had the problem. He said that parents currently sign a document that says they will be responsible for monitoring the materials that the child selects and checks out on their library card. He noted that parents get to select the child's PIN number. Perera noted that with the PIN, parents can review the items their child has checked out and take steps if they feel inappropriate items have been checked out. Perera said that he feels this is adequate. He said he is not in favor of a "nanny state" deciding what any individual should be looking at.

Kurfees said that it seemed to him that the library could simplify the process and take the onus off the parent. Kurfees said that a new application form could be developed for minors' library cards giving parents the option of permitting the child to check out R-rated movies. He said that there seems to be a national policy in place that requires parental consent for R-rated movies.

Magill said that the library is not in the business of being a “nanny state.” He said that the library is a provider of access to information that is housed here in a variety of forms. He noted that each parent has the opportunity to monitor their child. He said it is not the responsibility of the state to do so. Magill said that he thinks the library’s current policy is appropriate and he would encourage maintaining that policy.

Kurfees said that he does not think a “nanny state” characterization is accurate. He said that we would be offering parents the option of opting for full access if they wanted. He said that for the library to expect 500 single female parent households to monitor their children even though the parent is working to provide for the family was unfair in his view. He said that the library could be offering to come along side the parent to offer full access, but that the default position would be that R-rate movies would not be available.

Gilligan noted that parents have the opportunity to monitor activity on their child’s card at the present time. Kurfees said that parents are busy and are not be able to monitor these activities.

Perera said that if parents were concerned about access to materials while the parent was not home, their option would be to not allow the child to have his own library card. He said that parents could allow the child to check out items on the parents’ card when the parent is with the child. Perera exhibited a copy of the movie and the book Schindler’s List. He noted that the movie is R-rated and that it is a heavy topic. He said that changing the current practice would mean the child could not check out the movie, but could check out the book.

Kurfees said that it takes two hours to watch a movie and much longer to read the book. He said that in the time it takes to read the book, parents are likely to see the book around the house and therefore intervene if necessary.

Magill noted a novella, Stand by Me by Stephen King that is 92 pages long that can be read quickly that has an R rating. Magill reiterated his belief that the current practice does not need to be changed. Kurfees indicated that he disagreed.

Motil said that unless there is a request for more formal action or a motion offered, he will table the topic. He said that his personal view is that he was expecting more patron comments about the topic which did not materialize. He said that he did review the application and said that the parent clearly agrees to be responsible. Kurfees said that he feels the document could be improved.

No motions or further comments were offered. Motil tabled to topic.

ADJOURNMENT

It was noted that three members of the Board would be unable to attend the June Board meeting currently scheduled for June 12th. After consulting their individual

schedules, the Board agreed to postpone the June Board meeting until Tuesday, June 19, 2007 at 5:00 p.m.

Perera made a motion to adjourn the meeting. Gilligan seconded the motion.
VOTING AYE: Burtch, Gilligan, Kurfees, Magill, Motil and Perera. VOTING NAY:
None.

Charles V. Motil, President

Megan Gilligan, Secretary