

UPPER ARLINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
TUESDAY, JANUARY 9th, 2018 AT 5 PM
MINUTES

The meeting was called to order at 5:15 p.m.

IN ATTENDANCE

BOARD MEMBERS: Kevin Fix, Peter Hahn, Gloria Heydlauff, Sarah Mueller, William J. Shkurti, and John M. Yesso.

ALSO PRESENT: Chris Taylor, Director; Kate Porter, Assistant Director; Greg Ramage, Director of Support Services; and Allison Frew, Executive Assistant.

EXCUSED ABSENCE: Maura Bowen.

CONSENT AGENDA

In addition to approving the absence of Maura Bowen, the consent agenda included the Minutes from the December Board of Trustees meeting and the November and December Donations Resolution. The donations resolution is included here.

RESOLUTION 03-18
NOVEMBER DONATIONS

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

Amount	Fund	First Name	Last Name	Campaign
\$ 25.00	130	Patricia	Clays	50th Anniversary 2017
\$ 25.00	130	Lewis	Ulman	50th Anniversary 2017
\$ 100.00	130	Stephen & Becky	Johnson	50th Anniversary 2017
\$ 50.00	130	Pam & Erik	Cole	50th Anniversary 2017
\$ 5.00	130	McKay Family		50th Anniversary 2017
\$ 200.00	130	Rita & Greg	Bauer	50th Anniversary 2017

\$ 50.00	130	Kathy	Meyer	50th Anniversary 2017
\$ 500.00	130	Mary & Steve	Burkey	50th Anniversary 2017
\$ 50.00	130	Michael	McDonald	50th Anniversary 2017
\$ 1.00	130	Allison	Frew	50th Anniversary 2017
\$ 100.00	130	Nancy & Michael	Donaldson	50th Anniversary 2017
\$ 50.00	130	Dan	Wegner	50th Anniversary 2017
\$ 50.00	130	Ed	Seidel	50th Anniversary 2017
\$ 50.00	130	Wednesday Literary Club		In Memory of Kay Graf
\$ 100.00	130	Paul & Peg	Braunsdorf	50th Anniversary 2017
\$ 50.00	130	Mary Ann	Krauss	50th Anniversary 2017
\$ 50.00	130	Hayley	Head	50th Anniversary 2017
\$ 80.00	130	Anonymous		In Memory of Betty Kaiser
\$ 50.00	130	Amy	Rabadam	50th Anniversary 2017
\$ 50.00	130	Deborah & Philip	Binkley	50th Anniversary 2017
\$ 200.00	250	Yvonne & Gordon	Bernard	In Memory of Drew Ammons
\$1,836.00		Total		

SIGNATURE SHEET

Resolution No. 03-18

01/09/2018

Upon the motion of Trustee Sarah Mueller, seconded by Trustee Peter Hahn:

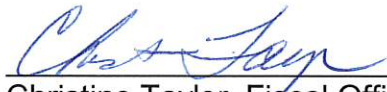
Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon by the Upper Arlington Public Library Board of Trustees, Upper Arlington, Ohio on the above-noted date.



Christine Taylor, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

RESOLUTION 04-18
DECEMBER DONATIONS

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

Amount	Fund	First Name	Last Name	Campaign
\$ 50.00	130	Greg	Ramage	50th Anniversary 2017
\$ 100.00	130	John	Burtch	50th Anniversary 2017
\$ 50.00	130	Edith	Emery	50th Anniversary 2017
\$ 50.00	130	Marilyn	Paulsen	50th Anniversary 2017
\$ 50.00	130	Beverly and David	Stockwell	50th Anniversary 2017
\$ 100.00	130	Lynn	Kerr	In Memory of Pat Smith
\$ 50.00	130	Lynn	Early	50th Anniversary 2017
\$ 100.00	130	Jack and Lynn	Giljahn	50th Anniversary 2017
\$ 100.00	130	Andy	Thompson	In Honor - Paul Thompson
\$ 300.00	130	Alicia and L. James	Walker	50th Anniversary 2017
\$ 100.00	130	Roy	Lewicki	50th Anniversary 2017
\$ 50.00	130	Anne and Lawrence	Peterson	50th Anniversary 2017
\$ 5,000.00	250	Meuse Family Foundation		
\$ 500.00	130	John	Christie	50th Anniversary 2017
\$ 100.00	130	olwen	wee	50th Anniversary 2017
\$ 100.00	130	Joyce and Frank	Healy	50th Anniversary 2017
\$ 100.00	130	Jennifer	Faure	50th Anniversary 2017
\$ 250.00	130	Paul and Peg	Braunsdorf	50th Anniversary 2017
\$ 100.00	130	Audrey	Kaiser	50th Anniversary 2017
\$ 250.00	130	William	Slutz	50th Anniversary 2017
\$ 250.00	130	Linda	Roomann	50th Anniversary 2017

\$ 50.00	130	Jude	Mollenhauer	50th Anniversary 2017
\$ 250.00	130	Roman	Skoracki	50th Anniversary 2017
\$ 50.00	130	Charlie & Colleen	Groezinger	50th Anniversary 2017
\$ 531.28	130	Chipotle Mexican Grill		50th Anniversary 2017
\$ 500.00	130	Howard	Epstein	50th Anniversary 2017
\$ 50.00	130	Dianne/Roger	Albrecht	50th Anniversary 2017
\$ 50.00	130	Scrabble Lovers of Columbus		50th Anniversary 2017
\$ 20.00	130	Rebecca	Woods	50th Anniversary 2017
\$ 20.00	130	Norval and Sue Ann	Goss	50th Anniversary 2017
\$ 5,000.00	130	Friends of the UAPL		50th Anniversary 2017
\$ 250.00	130	Marilyn	Pritchett	50th Anniversary 2017
\$ 200.00	130	Sharon	Hebenstreit	50th Anniversary 2017
\$ 50.00	130	Doris	Aldag	50th Anniversary 2017
\$ 50.00	130	Michael	Rice	50th Anniversary 2017
\$ 5.00	130	Manuel and Madeline	Tzagournis	50th Anniversary 2017
\$ 25.00	130	Shirley	Lince	50th Anniversary 2017
\$ 1,118.46	130	Columbus Foundation		Big Give
\$ 50.00	130	Robert	Harmon	50th Anniversary 2017
\$ 16,019.74		Total		

SIGNATURE SHEET

Resolution No. 04-18

01/09/2018

Upon the motion of Trustee Sarah Mueller, seconded by Trustee Peter Hahn:

Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

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ASSISTANT DIRECTOR'S REPORT

The Upper Arlington Centennial Celebration will be held at the Upper Arlington Public Library on March 20th, 2018 from 3:30PM to 5PM.

The Writer's Conference and Expo "Write Stuff" is on January 20th, 2018. The event takes place the entire day with multiple programs and workshops hosted by local and national authors.

DIRECTOR'S REPORT

The 50 for 50 campaign accrued \$22,162 in donations for 2017. All donations received in 2017 total \$60,390. A GoFundMe page was created for Miller Park Library in the name of a young doctor who recently passed, which will focus on redesigning the youth area. These funds are not included in the above total.

There was a Public Records Request from WBNS for a copy of the Upper Arlington Public Library's Code of Conduct and record of evictions. The Library complied with the request for a copy of the Code of Conduct, but we do not maintain records of evictions.

ANNUAL/QUARTERLY STAFFING REPORT

The 2.5% vacancy credit worked well for 2017 year and has been repeated for this year's budget.

RESOLUTION TO REAPPROVE SECURITY POLICY

RESOLUTION 05-18

To Reapprove Local Library Security Policy

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library hereby reapproves the Local Library Security Policy, as included in the Operations Manual, as outlined

as an Exhibit to this Resolution, and as recommended by the Administration of the Upper Arlington Public Library.

SIGNATURE SHEET

Resolution No. 05-18

01/09/2018

Upon the motion of Trustee Kevin Fix, seconded by Trustee Gloria Heydlauff:

Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

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Christine Taylor, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

FINANCE COMMITTEE

RESOLUTION 06-18

To Approve November Financial Reports

BE IT RESOLVED that the Board of Trustees of the Upper Arlington Public Library acknowledges and approves the 2017 November Financial Reports as listed in the attached permanent exhibit.

SIGNATURE SHEET

Resolution No. 06-18

01/09/2018

Upon the motion of Trustee William Shkurti, seconded by Trustee Peter Hahn:

Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

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Christine Taylor, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

PRESIDENT’S REPORT

STRATEGIC TOPICS FOR THE YEAR

President John Yesso expressed full support for the Director’s initiatives and hoped that the Finance Committee and Operations Committee may assist in guiding the Library in its fiscal and fundraising efforts this year.

The Committee was interested in integrating the marketing plan and in continuing to evaluate and assess how the community engages with the Library’s programs.

ADJOURNMENT

Peter Hahn made a motion to adjourn the meeting. Sarah Mueller seconded the motion.

Voting:

John Yesso, President	Aye
Gloria Heydlauff, Vice President	Aye
William Shkurti, Secretary	Aye
Kevin Fix	Aye
Peter Hahn	Aye
Sarah Mueller	Aye

The meeting was adjourned at 5:55 p.m.

John Yesso

John Yesso, President

William J. Shkurti

William J. Shkurti, Secretary