Present: Ms. Beatty, Ms. Botnick, Mr. Fischer, Mr. Holland, Mr. Mentrek, and Mr. Ortmeyer, Mr. Roosa

Also Present: Nancy Levin, Director; Kim DeNero-Ackroyd, Deputy Director, Leslie Mallon representing Staff Association. Julie Criscione and Eric Gonczy from Project Management Consultants.

CALL TO ORDER

Meeting was called to order by Mr. Fischer at 8:09 pm.

CERTIFICATION AND NOTIFICATION

The Finance Manager certified that notification of the regular meeting of the Board of Library Trustees had been made.

MINUTES

Minutes of the regular meeting held on May 18 will be presented at next regular meeting on June 15.

OPERATIONS COMMITTEE-MR ORTMEYER

Finance report-waived until next meeting

PERSONNEL COMMITTEE-MS. BOTNICK

RESOLUTION 20-15

STAFF SALARY

<table>
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<th>Appraisal score</th>
<th>90.0%</th>
<th>80.0%</th>
<th>70.0%</th>
<th>67.0%</th>
<th>50.0%</th>
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</tr>
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<tbody>
<tr>
<td>1st quartile</td>
<td>4.0%</td>
<td>3.6%</td>
<td>3.2%</td>
<td>2.8%</td>
<td>2.4%</td>
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<tr>
<td>2nd quartile</td>
<td>3.9%</td>
<td>3.5%</td>
<td>3.1%</td>
<td>2.7%</td>
<td>2.3%</td>
<td>0.0%</td>
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<tr>
<td>3rd quartile</td>
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<td>3.4%</td>
<td>3.0%</td>
<td>2.6%</td>
<td>2.2%</td>
<td>0.0%</td>
</tr>
<tr>
<td>4th quartile</td>
<td>3.7%</td>
<td>3.3%</td>
<td>2.9%</td>
<td>2.5%</td>
<td>2.1%</td>
<td>0.0%</td>
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</table>

WHEREAS: the Library is ranked a 5 star-library by Library Journal Index, the staff of the Heights Library continues to exceed Balanced Scorecard Goals, and continues to operate very effectively and efficiently; and

BE IT RESOLVED: that the Cleveland Heights–University Heights Public Library Board of Library Trustees grants a salary increase for all employees based on the matrix, except for the Director, Fiscal
Officer and those hired since January 1, 2015, or who are at or above the maximum wage for his/her salary grade, to be effective July 4, 2015 and

BE IT ALSO RESOLVED: that the Cleveland Heights–University Heights Public Library Board of Library Trustees grants the Fiscal Officer permission to give those staff members who are at or above the maximum wage for his/her salary grade a one-time lump sum payment in the amount of their recommended increase as calculated using the merit matrix, or a combination of an increase up to the maximum wage and the one-time lump sum payment, with OPERS to be paid on all lump sum payments; and

BE IT ALSO RESOLVED: that the total paid for salaries and lump sum payments not exceed $110,000, which is within the 2015 budget appropriations approved by the Board, to be effective pay period 15.

Ms. Botnick moved. Mr. Mentrek seconded. A roll call was taken. Resolution 20-15 passed unanimously by a roll call vote.

RESOLUTION 21-15
HEALTH INSURANCE RENEWAL

WHEREAS the Library accepts a 5.05% increase for the renewal of the group medical insurance plan with Anthem/ERC Health; and

WHEREAS the Library will offer six plan designs for eligible full-time employees; and

WHEREAS the Library applies a defined contribution funding method for determining the Library’s cost in their share of the cost of health care premiums; and

WHEREAS the Library will pay $562.30 per month for single coverage, $759.10 per month for employee plus children coverage, $955.91 per month for employee plus spouse coverage, and $1,152.71 per month for family coverage for employee medical insurance for full-time eligible employees, pro-rated for 30-hour per week employees; and

WHEREAS the employees are responsible for the difference between their premiums and the Library contribution; and

WHEREAS the renewal will not exceed $500,000 annually, and therefore

BE IT RESOLVED that the Finance Manager be authorized to enter into contract
With Employers Resource Council for Library-provided medical insurance with Anthem Blue Cross and Blue Shield for coverage effective from July 1, 2015 through June 30, 2016.

Ms. Botnick moved. Mr. Mentrek seconded. A roll call was taken. Resolution 21-15 passed unanimously by a roll call vote.

RESOLUTION 22-15
APPOINTMENT - FISCAL OFFICER
Whereas: Deborah Hermann meets all of the requirements for the position of Fiscal Officer for the Board of Library Trustees and Finance Manager for the Heights Libraries, 

BE IT RESOLVED that the following appointment is approved: 

Deborah Hermann, Fiscal Officer and Finance Manager, Grade 12, effective July 1, 2015. 

Ms. Botnick moved. Mr. Ortmeyer seconded. A roll call was taken. Resolution 22-15 passed unanimously by a roll call vote.

PLANNING AND EXTERNAL RELATIONS COMMITTEE-MR. HOLLAND

RESOLUTION 23-15
ARCHITECHT SELECTION FOR UH RENOVATION

Whereas CBLH Design, Inc. is represented by the principals Marc Bittinger and Michael Liezert; and 

Whereas they have completed numerous library projects in our price range; and 

Whereas they are very familiar with the CMR and CMA delivery methods; and 

Whereas their planning and scheduling approach was found to be compatible with the goals of the project; 

Therefore the Board of Library Trustees grants permission for the Fiscal Officer to enter into negotiations with CBLH Design, Inc. to provide professional design services as the architect of record ("Architect") for the renovation of the University Heights branch, including program development and verification, scope definition and concept design, schematic design, design development, construction documents, assistance with selecting a Construction Manager, assistance with obtaining the guaranteed maximum price ("GMP") from Construction Manager, construction administration, post-construction assistance, and such additional services as designated by Owner which may include, but are not limited to, selection of furnishings, fixtures and equipment (FF&E), scheduling, cost estimating and testing. 

Therefore let the Board of Library Trustees request the Fiscal Officer to enter into a contract for the next phase of the project which includes presenting three design schemes at different price points between $1 million and $4.5 million. 

Mr. Holland moved. Mr. Mentrek seconded. A voice vote was taken. Resolution 23-15 passed unanimously.

ADJOURNMENT 

Mr. Fisher moved to adjourn. Mr. Roosa seconded. Meeting was adjourned at 8:19 pm.