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

Also Present: Nancy Levin, Director/Fiscal Manager; Kim DeNero-Ackroyd, Deputy Director; members of the Administrative Services Team; L.P. Coladangelo, Staff Association; Ben Gulyas; Adult Services Librarian, Maureen Weisblatt; former University Heights Branch Manager, Jan Compana; former Noble Road Branch Manager, Guests; Alex Krislov, Elizabeth Brown, JR Daughty, and Anne McFarland from the League of Women Voters.

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 April 20, 2015 have been mailed to the members. An all in favor vote was taken. The minutes passed with unanimous consent.

RESOLUTION 19-15: IN MEMORIAM: SHONY LONG

10/14/1931 – 4/4/2015

Mr. Fisher read the following resolution:

Tonight, we remember fondly and with great appreciation a long time staff member of our Library, Shony Long who died this April.

Whereas; Shony (Shushano) Long served as Manager of Coventry Village Branch of the Heights Library from 1985 to 1992.

And whereas; when Shony began work at Coventry, she was inspired by her association with JR Doughty, then the custodian at Coventry Branch and deaf from childhood. Shony initiated the focus on Deaf services that continues to the present day.

And whereas; Shony won grants from The Society for the Deaf, The Cleveland Foundation, and the Friends of the Cleveland Heights-University Heights Library.

And whereas; in 1988 she organized a weekend-long Deaf expo (Expo 88—Showcasing the Deaf Community), which featured a long list of notable actors, performers, and educators from around the country.

And whereas; the expo and other programs and services attracted the support of a range of organizations, including the Cleveland Art Museum, the Euclid Rotary Club, Cleveland Hearing and Speech, East Cleveland Public Library, Akron University, and a number of area churches.

And whereas; Shony added a TTY phone and closed caption decoders and arranged for ASL classes for staff and awareness training on serving Deaf customers.

And whereas; equal to Shony’s zeal for Deaf awareness and service was her commitment to children’s services. She helped develop an outstanding collection of picture books and continued Coventry’s long tradition of excellent in children’s programs.

And whereas; Shony never did things by halves: once she put a project in her sights, she moved toward its achievement with utter determination. We are the beneficiaries of at least two of her commitments.
Therefore; we remember and honor Shony Long’s outstanding contribution to the Library and the Cleveland Heights and University Heights communities and let it be spread upon the minutes.

This resolution was passed unanimously will be displayed at the Coventry Branch location.

OPERATIONS COMMITTEE - MR. FISCHER

Ms. Levin presented the Fiscal Officer’s report. For the period ending April 30, 2015, revenue totaled $4.9 million compared to $3.8 million the same period last year. The increase is primarily the result of the additional property tax revenue from the November 2014 levy and a slight increase in the PLF returns. Year to date General Fund expenditures totaled $2.3 million which is just under the expenditures of $2.4 during the same period last year. The Star Plus rate of return remained flat in April at 0.20%. Year to date interest totaled $3967 which is slightly greater than the $3,426 year to date last year. We wish to express our thanks to Amy Gerson and Kimberly Austin who have worked diligently with me in Jana’s absence.

The April 2015 financial statements will be presented next month.

PERSONNEL COMMITTEE – MS. BOTNICK

We have had 3 resignations since the last Board meeting. One of the three resignations is due to a relocation, while the other two are related to full time job opportunities. The report also reflect an Assistant Circulation Manager position that is open due to the reassignment of the incumbent to a staff level Circulation Assistant position. The Assistant Circulation position will not be filled until a new Circulation Manager is hired.

<table>
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<tr>
<th>Department</th>
<th>Position</th>
<th>Job Status</th>
<th>Vacancy Date</th>
<th>Vacancy Reason</th>
<th>Incumbent</th>
<th>Status</th>
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*New to the report this month

Health Insurance Renewal for period July 1, 2015 to June 30, 2015

Laurie Marotta attended that ERC Health/Anthem renewal conference on Wednesday, May 6, 2015. At this meeting the Library received their Anthem premium rates adjustments for the period of July 1, 2015 through June 30, 2016. The renewal rate adjustment is a 5.05% percent increase. The renewal is based on our claims loss/ratio and credit for participating in wellness initiatives which equaled a 3.75% rate increase. Anthem is passing on a charge of $5,922.00 for platform changes mandated by the Affordable Care Act. The platform charges are embedded into the premium as are the ACA fees. With the premium changes, ACA fees, platform charges and 2% renewal credit the total premium renewal is 5.05%. The 2% renewal credit is valued at an annual savings of $9,467.44 dollars to the Library. The renewal credit is based on our employees’ participation rate in the ERC Health/Wellness Campaign. We were striving for a 3% renewal credit but were not able to achieve the participation rate we needed to earn that credit.
Overall, we had an excellent loss ratio this year and did not have any large claims. Last year’s renewal totaled 7.85% which also included premium renewal, platform charges, ACA fees and a 2 renewal credit.

The Benefits Committee will meet on Wednesday, May 13 to review the rate increase with our Brokers – The Alpha Group to make recommendations on our health plan choice. The Benefits Committee will need to determine how the rate increase will affect the premium cost sharing schedule.

**Training Report** – by Heather Howiler, Training and Development Manager

Last month, 47 employees attended 20 training and development activities. See charts below for details.

Highlights include: Heather Howiler attended an Employment Law Fundamentals workshop which is part of a program sponsored by The Employers Resources Council. The program, which is called the HR University, includes training for 5 human resources functions. Laurie Marotta attended the Compensation and Benefits Plan Design Basics on April 30. Leslie Mallon will be attending the Staffing & Recruitment Practices session on May 14; Heather will attend the 4th session which
is Orientation & Performance Management Plan Basics and Laurie Marotta will attend the final session topic which is Communication Skills for Human Resources Professionals.

Volunteer Report
We had 7 customers volunteer a total of 28 hours last month. Myrna Cummings-Tubbs, a regular volunteer at Noble, won a partial season pass to Dobama Theatre at the 2nd Annual Volunteer Recognition Luncheon on Sunday, April 19th. The luncheon was a collaboration between the Library and the Friends of Heights Libraries as a way to thank the many individuals who graciously volunteer their time at Heights Libraries.

PLANNING & EXTERNAL RELATIONS COMMITTEE – MR. HOLLAND
STRATEGIC PLANNING (BALANCED SCORECARD) UPDATE
Ms. DeNero-Ackroyd presented the April Balanced Scorecard report. Highlights include: Makerspace programs being planned for tweens/teens at Lee Road. Kim DeNero-Ackroyd and Aurora Martinez presented at OLC North Chapter Conference. Aurora Martinez at NE Ohio Area Wide Coordinating Agency (NOACA) meeting.

MARKETING & COMMUNITY RELATIONS REPORT
The March Marketing and Community Relations Report was presented. Highlights include: Coventry author event: Martha Conway, author of “Thieving Forest,” and Coventry’s new Shire Children’s area featured on Cleveland.com. Facebook likes dropped to 1,862 as Facebook cleared out inactive accounts, but we have nearly recovered those likes (1,885 by May 10) and comments and other activity (likes, shares, comments) continue at a steady rate. National Library Week celebrated April 14-17 with Customer Appreciation Week, free cookies and thanks from the marketing dept. Meetings begin for new Open Mind Space Art Gallery, turning gallery into an interactive experience for customers that reflects library programs like summer reading and upcoming Alice in Wonderland programs in the fall.

FRIENDS REPORT
The Friends report was presented. Highlights include: Sales from the Mega Book Sale were over $6,000.00.

PRESIDENT’S REPORT
No report was given.

DIRECTOR’S REPORT
Ms. Levin presented the May Director’s Report. Highlights include: Sunday hours restored to the Noble and Coventry Branches; Architect RFQ for University Heights Renovation CBLH, Studio Techné and HBM are the three firms chosen by the Board of Trustees to be interviewed on May 20 in Executive Session. University Heights City Councilwoman Nancy English, Branch Manager Aurora Martinez, and Technology Trainer Jackie Mayse collaborated to plan and present an iPad training session for University Heights City Council on March 30.

GOVERNMENT REPORT
Ms. Levin presented the Government report. Highlights include: The OLC presented testimony on the state budget and in support of the Public Library Fund on Tues., May 12, before the Senate Finance Committee's Higher Education Subcommittee, chaired by Sen. Randy Gardner, (R-Bowling Green). The Ohio Department of Taxation (ODT) has released the Public Library Fund (PLF) distribution for May 2015. The May distribution ($38,724,451) is typically one of the highest monthly distributions each year because of the amount of personal income tax revenue the state receives in April. On May 5, voters approved all of the public library issues on local primary ballots around Ohio. The ballot issues included two renewal/additional levies, nine renewals, and a new levy for the Marvin Memorial Library in Shelby, Ohio.
Ms. DeNero-Ackroyd presented the May Public Service Report and Usage Statistics.

NEW BUSINESS

There was no new business.

UNFINISHED BUSINESS

There was no unfinished business.

EXECUTIVE SESSION TO DISCUSS PERSONNEL

ADJOURNMENT

Mr. Ortmeyer moved to adjourn at 8:33. Seconded by Ms. Botnick.

Unless otherwise notified, the next regular meeting of the Board of Library Trustees will be held on Monday, June 20, 2015, at 6:30 pm at the Lee Road branch.