Present: Ms. Botnick, Mr. Holland, Mr. Ortmeyer, Mr. Posch and Mr. Roosa.

Also Present: Nancy Levin, Director; Jana Nassif, Finance Manager; Kim DeNero-Ackroyd, Deputy Director; members of the Administrative Services Team; L.P. Coladangelo from Staff Association; Anne McFarland from the League of Women Voters and Sue Jansen from FFHL.

CERTIFICATION AND NOTIFICATION

The Finance Manager certified that notification of the regular meeting of the Board of Library Trustees had been made. Minutes of the regular meeting held on November 17, 2014 have been mailed to the members. Mr. Roosa made a motion to approve the minutes. Mr. Ortmeyer seconded. The minutes passed with unanimous consent.

OPERATIONS COMMITTEE - MR. POSCH

FINANCIAL REPORTS

Ms. Nassif presented the Fiscal Officer’s report and November 2014 financial statements. As of November 30, 2014, year to date PLF revenue totaled $2.1 million compared to $2.2 million the same period last year. General Property Tax revenue totaled $6.4 million through November, an increase from $5.9 million the same period last year. Year-to-date general fund expenditures totaled $7.2 million. The Star Plus rate of return remained flat in November at 0.20%. Year to date interest on all of our investments totaled $13,762 compared to $10,511 the same period last year. The Library was notified of its final PLF distribution amount for December. For 2014, the Library will have received PLF funds totaling $2,322,566 compared to $2,368,502 received in 2013, a decrease of 1.9%. The new part-time Collection Services Assistant Cata Wood, formerly a page in the Circulation Department, started on December 8 and is already having a positive impact on the department.

Mr. Posch made a motion to accept the November financials. Mr. Roosa seconded and the financials were approved with a unanimous roll call vote.

RESOLUTION 59-14

UNCLAIMED CHECK FUND TRANSFERS

In August 2004, as recommended by the State Auditor, the Board of Library Trustees established an agency fund for checks remitted by the Library to vendors that have not been cashed after an initial 60-day period. At year-end, the Library expects to have less than $1,000 of checks outstanding longer than that 60-day period from the operating and payroll accounts. Board approval is needed to transfer these checks to the agency fund, Unclaimed Checks Fund, #901.

Any funds in the Unclaimed Check Fund that have been unclaimed for more than five years from the date of the original check can be transferred back into the General Fund. As of December 15, 2014, $3,512.95 is available to transfer back into the General Fund. Board approval is needed to transfer these funds from the Unclaimed Checks Fund, #901, to the General Fund, #101.

WHEREAS the Unclaimed Check Fund was established to hold all checks that have not cleared after 60 days of the issue date; and

WHEREAS all checks transferred to the Unclaimed Check Fund will remain until cleared or until a period of five years has passed, at which time the money will be credited back to the General Fund; so therefore...
BE IT RESOLVED that the Fiscal Officer be authorized to credit all outstanding checks of 60-days or more to the Unclaimed Checks Fund, #901 at the end of the year; and

BE IT FURTHER RESOLVED that the Fiscal Officer be authorized to transfer all funds in the Unclaimed Checks Fund, #901, that have not been claimed within five years of the date of the original check, to the General Fund, #101, in an amount totaling $3,512.95.

Mr. Posch moved. Mr. Roosa seconded. Roll call was taken. Resolution 59 -14 passed unanimously by a roll call vote.

RESOLUTION 60-14
TAX ADVANCE RESOLUTION

According to Section 321.34 of the Ohio Revised Code, “When the local authorities by resolution so request, the county auditor shall pay [a clerk/treasurer of a library board among others]...any money that may be in the county treasury to the accounts of such local authorities, respectively, and lawfully applicable to the purpose of the current fiscal year in which such request is made...”

The implication of this section is that we must ask the county auditor each year, by Board resolution, to receive any tax advances to which the Library might be entitled.

BE IT RESOLVED:  that in order to provide funds to meet anticipated operating expenses for the year 2015, the Board of Trustees of the Cleveland Heights– University Heights Public Library, under the authority of Section 321.34 of the Ohio Revised Code, requests that the county auditor advance to it whatever tax funds can be made available prior to the regular settlement dates during fiscal 2015.

Mr. Posch moved. Mr. Ortmeyer seconded. Roll call was taken. Resolution 60-14 passed unanimously by a roll call vote.

RESOLUTION 61-14
TRANSFER OF FUNDS RESOLUTION

Per the Cleveland Heights – University Heights Board of Library Trustees by-laws, a transfer each fiscal year from the General Fund (101) to the Buildings and Repair (401) and Technology (402) funds may be approved by a two-thirds affirmative vote of the full membership of the Board.

BE IT RESOLVED that the Board of Library Trustees grants permission to the Fiscal Officer to make the follow fund transfers:

- $450,000 from the General Fund, 101, to the Building & Repair Fund, 401
- $100,000 from the General Fund, 101, to the Technology Fund, 402

Mr. Posch moved. Mr. Holland seconded. Roll call was taken. Resolution 61-14 passed unanimously by a roll call vote.

RESOLUTION 62-14
TEMPORARY APPROPRIATIONS - 2015

In order to continue to operate the Library and encumber and pay bills required to ensure Library operations continue uninterrupted, a Temporary Appropriations (normally for three months) is needed. This is necessary to allow time to close the books and fulfill all financial commitments for 2014.

BE IT RESOLVED that the 2015 Temporary Appropriations be adopted as presented below.
### Temporary Appropriations - 2015

<table>
<thead>
<tr>
<th>Fund Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund (101)</td>
<td>$3,000,000</td>
</tr>
<tr>
<td>Deaf Society fund (203)</td>
<td>$500</td>
</tr>
<tr>
<td>Local Grants Fund (206)</td>
<td>$9,000</td>
</tr>
<tr>
<td>Buildings &amp; Repair Fund (401)</td>
<td>$350,000</td>
</tr>
<tr>
<td>Technology Fund (402)</td>
<td>$100,000</td>
</tr>
</tbody>
</table>

Mr. Posch moved. Mr. Ortmeyer seconded. Roll call was taken. Resolution 62-14 passed unanimously by a roll call vote.

**RESOLUTION 63-14**

**PROPERTY AND LIABILITY INSURANCE**

The Library received a quote for coverage from The Ohio Plan for 2015 of $31,494, which is an increase of 3.8% (or $1,162) from the previous year. This rate increase includes an increase in the insurance limits of the Library’s Employee Dishonesty, Computer Fraud and Funds Transfer coverage from $10,000, $5,000 and $10,000, respectively, to $100,000 each. The Library’s insurance agent obtained quotes from three other insurance carriers but none could compete on pricing.

BE IT RESOLVED that the Board of Library Trustees grants permission to the Fiscal Officer to accept the annual premium of $31,494 for the library’s Comprehensive, Property, Casualty and Liability Insurance with The Ohio Plan for the period from December 1, 2014 through December 1, 2015.

Mr. Posch moved. Ms. Botnick seconded. Roll call was taken. Resolution 63-14 passed unanimously by a roll call vote.

**RESOLUTION 64-14**

**BUILDING & REPAIR FUND REQUEST LIGHTING DESIGN & PREPERATION OF SCHEMATICS**

Specs for the Coventry Outdoor Lighting project, including technical documents, reimbursables and mileage, were previously sent to the Board under separate cover. The current estimate from Studio Techne for the Coventry Lighting design, public bidding documents and construction administration is $6,575.

BE IT RESOLVED that the Board of Library Trustees grants permission to the Fiscal Officer to enter into an agreement with Studio Techne for $6,575, with a 10% contingency of $657.50 for a project cost not to exceed $7,232.50, a Buildings & Repair Fund Expenditure for the purpose mentioned above.

Mr. Posch moved. Mr. Ortmeyer seconded. Roll call was taken. Resolution 64-14 passed unanimously by a roll call vote.

**RESOLUTION 65-14**

**BUILDING AND REPAIR FUND REQUEST- ELECTRICAL WORK & DATA WIRING**

With the renovation of the children’s room (Lair) at the Coventry branch and rearrangement of the computers, new electrical and data lines need to be installed. Tim Pasbrig, Buildings Manager, recommends MP Construction to perform this work. A quote of $15,475 was obtained from MP Construction and is attached.

BE IT RESOLVED that the Board of Library Trustees grants permission to the Fiscal Officer to enter into an agreement with MP Construction for $15,475, with a 10% contingency of $1,547.50 for a project cost not to exceed $17,022.50, a Buildings & Repair Fund Expenditure for the purpose mentioned above.

Mr. Posch moved. Mr. Roosa seconded. Roll call was taken. Resolution 65-14 passed unanimously by a roll call vote.

**RESOLUTION 66-14**

**BUILDING AND REPAIR FUND REQUEST- FURNITURE**

With the renovation of the children’s room (Lair) at the Coventry branch and rearrangement of the computers, new furniture must be purchased. Attached please find a quote from Library Design Associates for the following:
• Worden 10 position double face computer workstation - $13,940
• 10 Mesh-padded seat Task Chairs - $3,950
• Total Cost - $17,890

BE IT RESOLVED that the Board of Library Trustees grants permission to the Fiscal Officer to enter into an agreement with Library Design Associates in an amount not to exceed $17,890, a Buildings & Repair Fund Expenditure for the purpose mentioned above.

Mr. Posch moved. Ms. Botnick seconded. Roll call was taken. Resolution 66-14 passed unanimously by a roll call vote.

RESOLUTION 67-14
GIFT ACCEPTANCE

A donation of $5,000 from the Alexander G. Lajoie Memorial Fund of The Cleveland Foundation was made in support of furniture and materials for the completion of the Coventry Children’s Room. The Library will mount a plaque in the room recognizing Nora Parritt Lajoie for her contribution. This gift will be deposited into the Local Grants Fund #206.

The Library received a $35 donation in Memory of Bruce Beale from James and Janet Graff. These funds will be deposited into the Memorial Fund #204.

BE IT RESOLVED that the grant of $5,000 from the Alexander G. Lajoie Memorial Fund to the Heights Libraries in support of furniture and materials for the completion of the Coventry Children’s Room be accepted by the Board of Library Trustees and deposited into the Local Grants Fund #206;

BE IT ALSO RESOLVED that the gift of $35 in Memory of Bruce Beale be accepted by the Board of Library Trustees and deposited into the Memorial Fund #204.

Mr. Posch moved. Mr. Ortmeyer seconded. Roll call was taken. Resolution 67-14 passed unanimously by a roll call vote.

RESOLUTION 68-14
BUDGET AMENDMENT

At its March 2014 Board meeting, the Library Trustees approved the 2014 Appropriations budget. As a result of the $5,000 grant we received from the Alexander G. Lajoie Memorial Fund of The Cleveland Foundation made in support of furniture and materials for the completion of the Coventry Children’s Room, we need to amend the Library’s Certificate of Estimated Resources to reflect the following:

In addition, the Library’s Certificate of Estimated Resources will be updated to reflect the $500,000 donation from the Grace F. Brody Trust in the Library’s General Fund. The “Other Sources” column will be increased from $474,600 to $974,600.

<table>
<thead>
<tr>
<th>Local Grants Fund (206)</th>
<th>2014 Certified</th>
<th>Alexander G. Lajoie Fund Donation</th>
<th>Revised 2014 Certified</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted Revenue</td>
<td>$4,000.00</td>
<td>$5,000.00</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>Total Receipts (Fund 204)</td>
<td>$4,000.00</td>
<td>$5,000.00</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>Expenditures</td>
<td>2014 Appropriated</td>
<td>Alexander G. Lajoie Fund Donation</td>
<td>Revised 2014 Appropriation</td>
</tr>
<tr>
<td>5000 Capital Outlay</td>
<td>$4,000.00</td>
<td>$5,000.00</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>Total Expenditures (Fund 206)</td>
<td>$4,000.00</td>
<td>$5,000.00</td>
<td>$9,000.00</td>
</tr>
</tbody>
</table>
BE IT RESOLVED: that the Board of Library Trustees grants permission for the Fiscal Officer to submit the budget changes listed above to the Cuyahoga County Budget Commission.

Mr. Posch moved. Mr. Roosa seconded. Roll call was taken. Resolution 68-14 passed unanimously by a roll call vote.

PERSONNEL COMMITTEE – MS. BOTNICK
PERSONNEL REPORT

We have four new vacancies to add to the staffing report. Brian Hare, Youth Services Manager resigned to accept the Director position for Reed Memorial Library located in Ravenna, Ohio. Sam Lapides, Special Projects Coordinator will fill the position on an interim basis while we conduct our search to fill the job. Rachelle Perry, a part time Youth Services Associate resigned for a full time opportunity with NeoToday. Ms. Atherton was promoted to fill the part time Adult Services Associate vacancy which created a vacancy in Circulation Services. And, we have a full time Adult Services Associate position open with the separation of the incumbent. Our staff has been busy interviewing many candidates, both internal and external, over the past month to fill the current vacancies. We are close to filling the two vacant circulation spots.

Insurance Renewals
The Library’s vision, dental, life insurance and flexible spending plans renew on December 31, 2014. The Library accepted a “no premium rate” increase for 2015 from Nationwide our dental plan carrier. We accepted an 8% renewal form VSP our vision plan carrier for a 48 month rate guarantee. The Library will not pass on the 8% renewal cost to the single plan subscribers, however the family plan subscribers will see a small increase. Group Life Insurance plan renewed a 9% increase on the basic life rate. The percent increase is equivalent to an additional 0.45 cents per full time employee per month. This rate increase is a 2 year guarantee. The Board will act on the insurance plan renewals following this report.

We are also changing our Flexible Benefit Plan provider effective January 1, 2015 to Discovery Benefits. This change will not create an additional cost to the Library.

RESOLUTION 69-14
DENTAL EMPLOYEE INSURANCE

WHEREAS the Library received a 0% increase for dental insurance coverage through December 31, 2015 from the current provider Nationwide Insurance; and

WHEREAS the Library will pay $26.25 for single coverage and $52.50 for family coverage per month for employee dental insurance for full-time eligible employees, pro-rated for 30-hour per week employees; and

<table>
<thead>
<tr>
<th>Fund</th>
<th>Unencumbered Balance January 1, 2014</th>
<th>General Property Tax</th>
<th>P.L.F.</th>
<th>Other Sources</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>101 General Fund</td>
<td>$6,583,999.73</td>
<td>$6,024,654.50</td>
<td>$2,304,810.37</td>
<td>$974,600.00</td>
<td>$15,888,064.60</td>
</tr>
<tr>
<td>201 Bauer Staff - A</td>
<td>$86,288.62</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$15,000.00</td>
<td>$101,288.62</td>
</tr>
<tr>
<td>202 Bauer Staff - P</td>
<td>$418,501.76</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$418,501.76</td>
<td>$0.00</td>
</tr>
<tr>
<td>203 Deaf Society Fund</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$500.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>204 Memorial Fund</td>
<td>$11,979.24</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$1,000.00</td>
<td>$12,979.24</td>
</tr>
<tr>
<td>205 LSTA Grant Fund</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>206 Local Grants Fund</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$9,000.00</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>401 Building &amp; Repair</td>
<td>$407,725.67</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$858,075.67</td>
<td>$1,265,801.34</td>
</tr>
<tr>
<td>402 Technology</td>
<td>$136,328.61</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$236,392.69</td>
<td>$372,721.29</td>
</tr>
<tr>
<td>405 Renovation Fund</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>901 Unclaimed Check</td>
<td>$4,036.27</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$250.00</td>
<td>$4,286.27</td>
</tr>
<tr>
<td>301 Bond Retirement</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$7,648,859.90</strong></td>
<td><strong>$6,024,654.50</strong></td>
<td><strong>$2,304,810.37</strong></td>
<td><strong>$1,550,764.08</strong></td>
<td><strong>$17,529,088.85</strong></td>
</tr>
</tbody>
</table>
WHEREAS the employees are responsible for the difference between their premiums and the library contribution; and therefore,

BE IT RESOLVED that the Finance Manager be authorized to enter into contract with Nationwide Insurance for library-provided dental insurance for coverage effective from January 1, 2015 through December 31, 2015 at the current monthly rates of $31.09 per single and $80.94 per family coverage.

Ms. Botnick moved. Mr. Roosa seconded. Roll call was taken. Resolution 69-14 passed unanimously by a roll call vote.

RESOLUTION 70-14
VISION EMPLOYEE INSURANCE

WHEREAS the Library received a 8% increase for vision insurance from the current provider, VSP Insurance; and

WHEREAS the Library’s last increase to the vision insurance was in 2012.

WHEREAS the Library will pay $9.57 for single coverage and $9.57 for family coverage for employee vision insurance for full-time eligible employees per month, pro-rated for 30-hour per week employees; and

WHEREAS the employee is responsible for the difference between their premiums and the library contribution; and

WHEREEAS the Library has received a 48 month guarantee on the rates; and therefore,

BE IT RESOLVED that the Finance Manager be authorized to enter into contract with VSP Services for library-provided vision insurance for coverage effective from January 1, 2015 through December 31, 2018 at a rate of $9.57 for single coverage and $21.67 family coverage per month.

Ms. Botnick moved. Mr. Ortmeyer seconded. Roll call was taken. Resolution 70-14 passed unanimously by a roll call vote.

RESOLUTION 71-14
GROUP LIFE INSURANCE

The library provides a $25,000 whole life/AD&D policy.

The last time the plans renewed was on January 1, 2013, and our provider Lincoln Financial did not increase the premiums. The plan will renew on January 1, 2015 and we have received a 9% increase on the Group Life rate. The percent increase is equivalent to an additional 0.45 cents per full time employee per month. This rate increase is a 2 year guarantee

WHEREAS the current library-provided group life and AD&D insurance renews on January 1, 2015; and

WHEREAS the current provider, Lincoln Financial Group, renewed the basic Life rate with an 8% increase and guaranteed the rate for two years; so therefore,

WHEREAS Lincoln Life Insurance did not increase the AD&D rates;

BE IT RESOLVED that the Finance Manager be authorized to enter into contract with Lincoln Financial for the following insurance agreements:

For library-provided group life and AD&D insurance at the rate of $5.58  per month for each full time employee, coverage effective from January 1, 2015 through December 31, 2016.

Ms. Botnick moved. Mr. Posch seconded. Roll call was taken. Resolution 71-14 passed unanimously by a roll call vote.

RESOLUTION 72-14
In December 2011, the Board approved the 2012 Organizational Chart and the Salary Grade schedule, which were results of the organizational study and redesign conducted by the Human Resources Department. The salary grade schedule for the Page category has been updated to reflect the increase in Ohio’s minimum wage effective January 1, 2015 which was approved at the November Board meeting.

BE IT RESOLVED that the Board of Library Trustees accepts the proposed 2015 Salary Grade schedule attached to this resolution, to be effective December 20, 2014, the first pay of 2015.

Ms. Botnick moved. Mr. Holland seconded. Roll call was taken. Resolution 72-14 passed unanimously by a roll call vote.

RESOLUTION 73-14
INTERIM APPOINTMENT

Sam D. Lapides
Sam has been employed by the Library since December 28, 2007. He completed his MLIS practicum project with us where he focused on teen services. He was promoted to a teen librarian in 2008 and then promoted again in 2011 to the Teen Department Coordinator. When we combined Teen Services and Children’s Services under one department in late 2011 – we moved Sam into a Special Projects Coordinator position. In that job he has focused his time on writing grant proposals and managing the Library’s Balance Scorecard reporting structure.

Sam has agreed to manage the Youth Service Department on an interim basis while we conduct our search to fill the position. We expect the duration for the interim assignment to be for approximately three months. Both his current position and interim position are in the same job grade and so there is no change to his salary. His responsibilities in his current job will be reassigned or placed on hold.

BE IT RESOLVED: that the following appointment is approved:

Sam D. Lapides, Interim Youth Services Manager at an annual salary of $60,592.46 effective January 15, 2015.

Ms. Botnick moved. Mr. Posch seconded. Roll call was taken. Resolution 73-14 passed unanimously by a roll call vote.

PLANNING & EXTERNAL RELATIONS COMMITTEE – MR. ORTMEYER
STRATEGIC PLANNING (BALANCED SCORECARD) UPDATE

Ms. DeNero-Ackroyd presented the November Balanced Scorecard report. Highlights include: successful 3 for Me card signups at Gearity and Church of the Savior; Computer classroom feedback form revised; ASL class for public at Coventry; and On the Same Page programming complete with over 400 people participating in related programming.

RESOLUTION 74-14
CHANGE OF LIBRARY HOURS

Whereas; Sunday hours were curtailed at the Coventry, Noble and University Heights Branches in January of 2010 due to Ohio Public Library Fund budget cuts, and

Whereas; these hours were restored to the University Heights Branch in 2014, and

Whereas; the community passed a 2.2 mill levy on November 4, 2014 and the funds from this levy will be available in 2015 making it possible to restore all Sunday hours previously eliminated,

BE IT RESOLVED that the Board of Library Trustees grants permission to the Director and Fiscal Officer to provide for the operation of all four branches of the Cleveland Heights-University Heights Public Library on Sundays year round, from the hours of 1:00 pm until 5:00 pm, commencing in Spring of 2015.

Mr. Ortmeyer moved. Mr. Posch seconded. An all in favor vote was taken. Resolution 74-14 passed unanimously.
MARKETING & COMMUNITY RELATIONS REPORT

The November Marketing and Community Relations Report was presented. Highlights include: Cleveland.com featured a variety of library programs including Binaural Beats and Communicating with Animals at Coventry, TGIF@UH and Tea in the Sahara at UH, and Ohio’s Native Americans and Tales and Chronicles of the Civil War at Lee Road. Cleveland.com and Sun Press featured articles on the passage of the levy; Enewsletters continue: Bi-monthly “What’s Going on @ Your Library” and monthly “TechKnowledge,” plus the design and launch of a new staff recommendations eNewsletter called “We Recommend.” Response was very positive to the first issue. Winter Issue of Check Us Out hit mailboxes; BiblioRadio spots continue each week on WJCU, highlighting programs and services. Roughly 12 CLEVNET libraries attended a special CLEVNET-only demo of the new Book a Room system; great feedback and suggestions will in implemented in the program wherever possible. Attended Public Library Funding committee meeting with Cuyahoga County PL, Westlake PL, and Euclid PL; goal is to raise awareness about the PLF.

FRIENDS REPORT

The Friends report was presented. Highlights include: Membership and renewals increased during the mega-sale and Ms. DeNero-Ackroyd and the new Friends president attended an OLC meeting “Library Friends that Flourish” in Columbus.

BOARD MEMBER TRIBUTE

WHEREAS: James J. Posch II was appointed to the Board of Library Trustees of the Cleveland Heights-University Heights Public Library in 2008 to full term; and
WHEREAS: He served as a member of the Planning and External Relations Committee in 2008 and 2010; and
WHEREAS: He served as a member of the Operations Committee in 2009; and Chairman of this committee in 2011; and
WHEREAS: He served as Secretary in 2012; Vice President in 2013; and President of the Board in 2014; and
WHEREAS: He is a strong advocate for the advisory role of the Board and supporter of an empowered Director and executive staff; and
WHEREAS: He was a strong supporter of the 2014 Levy and a key to its successful passage; and
WHEREAS: He recognized the importance of a strong Marketing strategy; and
WHEREAS: He created a Technology Committee of the Board of Trustees to create an inventory, chain of responsibility, and long-term planning structure; and
WHEREAS: He served on Boards that hired the current Director and Fiscal Officer ensuring sound leadership of the Library; and
WHEREAS: He understood the value of an independent public library system to the communities of Cleveland Heights and University Heights; and
WHEREAS: He led the library through the structuring of an Organizational Redesign; and
WHEREAS: During his term of service Heights Libraries continued to achieve superior rankings in the Library Journal Index, proving the Heights Libraries to be a national leader; and

NOW, THEREFORE, BE IT RESOLVED: that this Resolution of Tribute be spread upon the minutes, and presented to James J. Posch II on December 15, 2014.

DIRECTOR’S REPORT

Ms. Levin presented the Director’s report. Highlights include: “Tales and Chronicles of Civil War” series, the most ambitious partnership with Dobama Theater yet, has met with great success so far and we are meeting with Dobama soon to plan future collaborations; the Library begins planning Centennial celebrations for 2016; Fund for the Future of Heights Libraries celebrated its second year with its annual meeting on December. 11; the purchase of the home at 2175 Fenwick is in motion and closing date will be March 1- the Library is partnering with the Home Repair Resource Center and the owners to donate any household fixtures that may be of use to the Habitat for Humanity Restore.

GOVERNMENT REPORT

Ms. Levin presented the Government report. Highlights include: Referendum from Ohio House of Representatives, Barbara Boyd, was presented to the Library for the OLC Innovation Award; the Library was featured with SBDC and City
in Cleveland Heights FOCUS, Winter Issue; and Heights Regional Chamber of Commerce hosted a conversation with Cuyahoga County Executive-Elect, Armond Budish on December 8th with Small Business owners at the HKIC.

PUBLIC SERVICE REPORT

Ms. DeNero-Ackroyd presented the November Public Service Report

The Library’s usage statistics for November were reviewed.

NEW BUSINESS

There was no new business.

UNFINISHED BUSINESS

There was no unfinished business.

ADJOURNMENT

The meeting was adjourned at 8:35 pm.

Unless otherwise notified, the next regular meeting of the Board of Library Trustees will be held on Monday, January 26, 2014, at 6:30 pm at the Lee Road branch.