

MEDINA COUNTY DISTRICT LIBRARY
MINUTES OF THE SPECIAL BOARD OF TRUSTEES MEETING

July 9, 2008

The Medina County District Library Board of Trustees met in a special session on Wednesday, July 9, 2008 at 5:30 pm at the Medina Library. President Walker called the meeting to order.

Roll Call was taken with the following members noted as present: Patricia Walker, Scott Snyder, Karen Hammon and Maria Griffiths. Also present were Library **Staff** members: Carole Kowell, Director; Brian Hertzell, Business Manager, Christine Gramm, Keith Maynard, Heather Rollins, Marilyn Plitt and Elaine Frankowski. Guests in attendance were Cindy Fuller, Greg Hannan and Brian Richter. Also in attendance was Patricia Boyle, who will be installed as our new Board member to complete the term of Shoukat Ali Bhamani.

Board member Shereen Lakhani arrived at the meeting at this time, approximately 5:32 pm.

President Walker asked that we revise the **Agenda** by adding "Installation of New Board Member" to follow "Approval of Agenda" and to add under Item "X" of the Agenda, Other Parking Possibilities & Other Uses of 402 Fund." A motion was made Karen Hammon and seconded by Maria Griffiths to approve the **Revised Agenda** with these changes. The roll call vote was as follows: Scott Snyder - aye, Karen Hammon - aye, Shereen Lakhani - aye, Maria Griffiths - aye and Patricia Walker - aye.

Board member Philip Duke arrived at the meeting at this time, approximately 5:34 pm.

Installation of New Board Member – President Walker then installed our new Board member, Patricia Boyle to the MCDL Board. All congratulated and welcomed Patricia Boyle to the Board.

Recognition of Guests and Comments From the Public – President Walker welcomed the following guests: Cindy Fuller, Greg Hannan and Brian Richter to the meeting this evening. Cindy Fuller indicated that she and Greg Hannan were available for any questions that the Board might have regarding the proposed parking garage. President Walker thanked everyone for attending the meeting.

Medina Library – Additional Construction Expenses – A recommended resolution was presented that would allow for the expenditure of \$23,792 in order to install a guardrail system under the staircase of the Medina branch. The building code requires that a guardrail be installed under a staircase to prevent injury. At the grand opening, it became apparent that the 6-inch high barrier that was constructed under the staircase was not feasible because a number of patrons were tripping and falling. As a temporary fix to the problem, planters and furniture were strategically placed to prevent patrons from entering the area. The new guardrail system will be 3 feet 6 inches high with a 2-inch diameter stainless steel top cap. We have chosen Sun Architectural Products to install the system because they have installed all of the other guardrails throughout the branch. Keith Maynard, Facilities/Operations Manager, was available if any additional questions needed to be answered. There were none. **RESOLUTION 08-34** Upon motion made by Karen Hammon and seconded by Shereen Lakhani, it was: **RESOLVED: That the Medina County District Library Board of Trustees hereby approves the expenditure of \$23,792 to install a guardrail system under the staircase of the Medina Branch.** The vote was as follows: Scott Snyder - aye, Karen Hammon - aye, Philip Duke - aye, Shereen Lakhani - aye, Maria Griffiths - aye, Patricia Boyle - aye and Patricia Walker - aye

At 5:35 pm, upon motion made by Philip Duke and seconded by Maria Griffiths, the Board moved to enter into **Executive** Session to discuss the Purchase of Property for public purposes. The vote was as follows: Scott Snyder - aye, Karen Hammon - aye, Philip Duke – aye, Shereen Lakhani - aye, Maria Griffiths - aye, Patricia Boyle - aye and Patricia Walker - aye

Upon motion made by Shereen Lakhani and seconded by Phil Duke the Board briefly came out of **Executive Session** at 5:45 pm to say goodbye to departing Board member, Shoukat Ali Bhamani, as he moves out of the area. The vote was as follows: Scott Snyder - aye, Karen Hammon - aye, Philip Duke - aye, Shereen Lakhani - aye, Maria Griffiths - aye, Patricia Boyle - aye and Patricia Walker - aye

At 6:00 pm, upon motion made by Philip Duke and seconded by Maria Griffiths, the Board moved back into **Executive Session** to discuss the Purchase of Property for public purposes. The vote was as follows: Scott Snyder - aye, Karen Hammon - aye, Philip Duke - aye, Shereen Lakhani - aye, Maria Griffiths - aye, Patricia Boyle - aye and Patricia Walker - aye

The Board came out of **Executive Session** at 7:15 pm upon motion made by Scott Snyder and seconded by Karen Hammon. The vote was as follows: Scott Snyder - aye, Karen Hammon - aye, Philip Duke - aye, Shereen Lakhani - aye, Maria Griffiths - aye, Patricia Boyle - aye and Patricia Walker - aye

City/County Parking Garage – RESOLUTION 08-35 Upon A motion was made by Scott Snyder and seconded by Karen Hammon, it was: RESOLVED: That the Medina County District Library Board of Trustees authorizes up to \$400,000 for a period of 90 days to further negotiate a contract with the City and County with regard to a contribution toward the construction of a city/county parking garage. The Board also authorized Director Carole Kowell to continue negotiations based on the information provided to her from the Board in hopes that this issue can be resolved. The roll call vote was as follows: Scott Snyder - aye, Karen Hammon - aye, Philip Duke - aye, Shereen Lakhani - aye, Maria Griffiths - aye, Patricia Boyle - aye and Patricia Walker - aye. Motion carried. A discussion was held and the following comments were made by the Board:

- Concerns that we are spending Bond Issue money to build a parking garage for Medina when money is coming in for the entire county.
- Space should be for long term for employees.
- Parking should be available for overflow of patrons and staff.
- Do we have adequate spaces already – 53 spaces on grounds and 26 from Victorian Village property. Overflow parking available during certain hours at Garfield School.
- The parking garage is used for non Medina residents as well when they visit the county courts.
- Concerns that the Library may be asked to pay for maintenance or other fees in the future.

Discussions and updates will continue.

The next item was **Garfield School** – Discussions continue. No motion at this time.

The next item was **Victorian Village** – No motion at this time.

The last item was **Other Parking Possibilities & Other Uses of 402 Fund** - Business Manger, Brian Hertzell distributed a handout with various information on General Fund items pertaining to the utilities for the various buildings such as water, gas, electric, sewer, etc. When the original buildings were planned the economy was not in the state it is now and no one could foresee the huge rising costs of the utilities and other day to day expenses. We will need to begin to be more aware of our use of utilities and try to come up with some ways to conserve energy going forward. Hertzell is looking into possible solar panels and the cost of this item and the Board and Staff will need to continue to look for ways to conserve energy to reduce our utility costs. Discussions will continue.

Another item that has surfaced is at the Brunswick Library regarding Boyer Drive which is used by the Library, schools, and City of Brunswick. We are being asked to help pay for the repair of this drive.

Director Kowell will attend a meeting later in the week about this issue. It was suggested by the Board that we look to our insurance carrier should a claim be filed by the city and also to contact the Ruhlin Company to see if any insurance, etc. could be available there. The Board is questioning that the Library is being asked to pay any amount of money for something that we had little or nothing to do with this situation. Updates will continue.

Lastly, we are revisiting the idea that was in earlier plans for the Brunswick Library and that is the new drive-up inside book-drop and more importantly, the extra space that would have been added on for storage. In spite of the much larger library, there is no additional space for storage, such as tables, folding chairs, etc. for the community room and other items that need to be stored. Kowell will obtain the original plans and discussions will continue.

The meeting was adjourned at 7:40 pm upon motion made by Maria Griffiths and seconded by Karen Hammon. The vote was as follows: Scott Snyder - aye, Karen Hammon - aye, Philip Duke - aye, Shereen Lakhani - aye, Maria Griffiths - aye, Patricia Boyle - aye and Patricia Walker - aye

NEXT BOARD MEETING
Monday, July 21, 2008, 7:00 pm
Highland Library

(Changed from Seville Library)

Patricia Walker
President

Karen Hammon
Secretary