

# WARREN PUBLIC LIBRARY COMMISSION

## Regular Meeting

March 19, 2015

### 1. Call to Order:

The regular meeting was called to order at 7:05 PM by Frank Pasternak.

### 2. Roll Call:

**Commissioners Present:** Frank Pasternak, Richard Palmer, Don McIntosh, Carolyn Mocerri, and Zosia Ladak.

**Also Present:** Oksana Urban, Warren Library Director and Jacqueline Gartin, City of Warren Attorney.

McIntosh moved to excuse Coach and Doebler, supported by Ladak; motion carried.

### 3. Approval of Agenda:

Mocerri moved to approve the agenda; supported by Palmer; motion carried.

### 4. Approval of Minutes—Regular Meeting of January 15, 2015:

Coach moved to approve the Minutes of the Meeting of January 15, 2015, supported by Palmer; motion carried.

### 5. Reports:

a) Monthly Line Item Budget Report: The Monthly Line Item Budget Reports for the periods as of 2/01/2015 and 3/01/2015 were reviewed. It was noted that there was 55.52% remaining in the budget as of 3/01/2015 while there is only 33% left in the 7/01/2014 – 6/30/2015 budget year. Indications were that invoices had probably not caught up to where the budget should be at. Further, there is an effort to use the funds such as in the purchase of books which still has approximately 40% of the budgeted amount remaining. It was indicated that the State aid check would be coming in although the amount was unknown but expected to an increased amount.

b) Suburban Library Allocation Account: As of February 28, 2015 the Allocation Account was \$38,169.85

Palmer moved to receive and file the Monthly Line Item Budget Reports and the Suburban Library Allocation Account, supported by Mocerri; motion carried.

## **8. Action Items:**

- Approval of Library Commission Bylaws: Since there is no “annual meeting” as referenced in the Bylaws, it was recommended that it be removed. Another point made was that only the Warren Library Director reports on the budget and not the Treasurer; thus it should be corrected in the Bylaws. After discussing several points, Urban will update the Bylaws and send copies to the Commissions for their review before taking action on approving them.
- Mocerri made a motion to approve the purchase of the “Pronunciator” database of languages (which contains 60 to 80 languages) for \$1,350, supported by Palmer; motion carried. It was noted that TLN is working on a group purchase. The Mango Languages was another database considered but due to its cost of \$6,685, plus licensing and hosting fees, it was not selected.
- Mocerri made a motion to approve the purchase of “R2” Summer Reading Program Solution for \$1,000, supported by McIntosh; motion carried. The system includes interactive games.
- Mocerri made a motion to permanently ban David Bromley from using the library’s internet system, supported by McIntosh; motion carried. It was indicated that Mr. Bromley had initially been banned for a month from using the internet for pornography purposes. But, because he continued to use the internet for pornography reasons a permanent ban was purposed.
- Mocerri made a motion to charge \$10.00 for Obituary Services, supported by McIntosh; motion carried. It was noted that some libraries have fees of \$10 to \$20 for such services.
- Palmer made a motion to add “e-cigarettes are prohibited” to the Patron code of Conduct, supported by Mocerri; motion carried.

## **9. Friends of the Warren Library:**

Urban stated that the Friends of the Warren Library purchased a machine that produces “I’m a Warren Library Friend” Buttons. Also the “Friends” are having a \$10 per bag of books sale on March 21 and 21, 2015.

## **10. S.L.C. Report—Frank Pasternak**

Pasternak indicated that the State Aid document was signed and that aid will be increasing.


## **11. Commissioner’s Comments:**

McIntosh suggested that the next meeting, currently scheduled for May 21, 2015, be pulled ahead to May 14, 2015 due to the Memorial Day weekend potentially limiting the number of commissioners who may not be available May 21, 2015, the Thursday before that weekend. Everyone agreed to the pull ahead. Urban will post the change.

**12. Next Meeting Date—May 14, 2015 at 7:00 PM**

**13. Adjournment:**

Ladak moved to adjourn the meeting at 9:38 PM, supported by Mocerri; motion carried.



**Donald J. McIntosh, Secretary**