

**December Board Meeting
December 13, 2006**

Members Present:

Mr. Ted Hess, Sr. Mary Jude Jochum, Mike Baker, Mr. Charles Monfradi, Leslie Nutting.

Members Absent:

Also Present:

Dottie Thomas, Louis Horacek,

Call to order:

Mr. Hess called the meeting to order at 3:05 P.M

Minutes

Mr. Baker moved that the minutes of the October meeting be approved as distributed. Sr. Mary Jude seconded.

Vote:

Mr. Hess	yes
Sr. Mary Jude	yes
Mr. Baker	yes
Mr. Monfradi	absent
Mrs. Nutting	absent

Financial Report:

The Financial Report for November was distributed with the board package.

INVOICES AND WARRANTS

Mr. Baker moved that the Financial Report be approved and invoices and warrants be paid.

Vote:

Mr. Hess	yes
Sr. Mary Jude	yes
Mr. Baker	yes
Mr. Monfradi	absent
Mrs. Nutting	absent

DIRECTOR'S REPORT

Ms. Thomas distributed a written Director's Report (see attachment #3)

Announcements

Ms. Thomas reported that Northwood Health Systems would have the steps to Chapline Street blocked off before school started in January. They are erecting a fence that will block both the top and bottom of the steps. She also reported that Northwood has still not received an answer on allowing some library parking spaces for library staff in Northwood's parking lot adjacent to the library.

OLD BUSINESS

Landscaping Plans

Ms. Thomas said that the first phase of the project, the Eoff Street side of the building and its parking lot had been completed, and all invoices had been received.

Mr. Monfradi said the library should wait until funding possibilities had been explored before continuing with the rest of the project.

Long-Range Planning & Patron Survey

Ms. Thomas said that Mr. Crabtree of Holy Cow! Consulting had visited on Dec. 11 and was working on additional local-interest questions for the survey. He toured the library and its grounds and he provided a copy of the contract with a timeline.

Mr. Baker said that he noted that in the contract postage costs were not included in the cost of the survey. He asked Ms. Thomas to find out if the library was responsible for doing the mailing. He said that it looked like there were numerous unexpected costs to the project, which would come close to doubling the cost of the survey. Mr. Hess asked for an estimate of the library's total out-of-pocket cost.

Mr. Monfradi moved to approve the contract with Holy Cow! Consulting if the total cost of the survey to the library is under \$5000. Sr. Mary Jude seconded the motion.

Vote:

Mr. Hess	yes
Sr. Mary Jude	yes
Mr. Baker	yes
Mr. Monfradi	yes
Mrs. Nutting	yes

Mr. Baker suggested having WATCH do the mailings if staffing for that part of the survey became a problem.

Sale of the Bookmobile and New Van Delivery Service

Ms. Thomas said that the library director and two other staff members from Marion County Public Library had visited OCPL to see the bookmobile and test-drive it. The expressed strong interest. However, the Marion County Library Board would not meet

until January, 2007 so there would be no action until then. She said that if Marion County decided to purchase the bookmobile they would not wish to take delivery for several months since the library would have arrange for a place to keep the vehicle. OCPL trustees said that keeping the bookmobile for some time would not be a problem if Marion County bought it. Mr. Baker said to be sure that the Marion County Public Library had insurance on the bookmobile while it was still in our garage. Mr. Monfradi said that OCPL should allow them to store the bookmobile in the library's garage for three months.

In regard to OCPL's new van delivery and outreach services Ms. Thomas said that Julia Bachmann had started work as Outreach Services Specialist, and planned to keep all the former bookmobile stops except the neighborhood stops and Ritchie Elementary School. At the present Ms. Bachmann is training in both Circulation and Reference Departments. She is also contacting all the former bookmobile stops to reschedule stops, developing an informational flyer, and an application form for home delivery service. She will start the outreach/van service after the holidays. Ms. Thomas said immediately prior to Ms. Bachmann beginning the van outreach service, there would be an article in the newspaper hopefully with pictures.

Christmas Wish List

Ms. Thomas said that the Christmas Wish List had appeared in the newspaper, and few contributions had been received. Mr. Baker suggested a follow-up article.

NEW BUSINESS

Main Floor Restrooms

Ms. Thomas said that it had come to her attention that the stalls in the upstairs restrooms were not truly handicapped-accessible. A wheelchair-bound patron was not able to use the handicapped stall without assistance. Mr. Monfradi said that he would investigate and recommend a contractor.

Civil War Memorial

Ms. Thomas said that in consultation with Dr. David Javersak, Professor of History at West Liberty State College and instructor of a course in history of the Upper Ohio Valley, she had compiled a list of local groups interested in local history, but had not pursued talking with representatives or setting up a meeting. She said it would be wise to wait until OCPL's survey is completed and strategic planning is underway.

Further Discussion of the Patron Survey

Mr. Monfradi said it would be more valuable to survey active library patrons rather than a random selection of Ohio County voters. Sr. Mary Jude said that it had been her impression that that was what was going to be done. Mr. Monfradi said that if the intent was to improve services, a survey of patrons would provide more useful information,

since non-users might have no clue about the library and its mission.

Mr. Monfradi said he would amend the earlier motion to have the survey directed toward current library users. Mr. Baker said that “Forwarding and Return Service Requested” should be included on the mailing. Mr. Monfradi agreed to include that in the amendment. Mr. Baker seconded.

Vote:

Mr. Hess	yes
Sr. Mary Jude	yes
Mr. Baker	yes
Mr. Monfradi	yes
Mrs. Nutting	yes

Additional Computers

Mr. Horacek said that the West Virginia Library Commission recently asked libraries to have all Windows NT computers off the WVNET network by year’s end because Microsoft no longer was providing security updates to the software. Each computer and the entire network were thus vulnerable to hacking and viruses. He said that four of these computers were still online, as card catalog computers. These were scheduled for replacement anyway under the annual replacement policy of replacing five computers every year. Ms. Thomas said that the family of a former employee had donated memorial funds to OCPL for a computer for the Wheeling Room to be purchased in her honor. Ms. Thomas said that to ease some of the problems with public computers in the Reference Department, public computers would be set up in the YA section of OCPL and these would be the only place that online games were allowed.

Mr. Monfradi moved that 6 computers be purchased. Mrs. Nutting seconded.

Vote:

Mr. Hess	yes
Sr. Mary Jude	yes
Mr. Baker	yes
Mr. Monfradi	yes
Mrs. Nutting	yes

Further Consideration of Restrooms

Mr. Monfradi said that the “handicapped” stalls in the main floor public restrooms were not wide enough so an entire stall would have to be removed from each restroom. He said that the Children’s Department restroom could be designated as the unisex handicapped accessible restroom if its dimensions met the ADA requirement.

Supreme Court Ruling in Kanawha County School Board vs. WV Board of Education

Ms. Thomas said that the recent Supreme Court ruling required the West Virginia legislature to address the school aid formula and indirectly the special funding laws for public libraries that require school boards to contribute to the support of libraries. Potentially, all local support of OCPL could end if the laws were overturned.

Mr. Hess said that he hoped Kanawha County Public Library would take the lead in preparing a proposal for the legislature and developing some talking points to use in approaching legislators and others. Mr. Baker suggested bringing the legislators to the library early in January and lay the cards on the table for them. Mr. Hess asked Ms. Thomas to develop an impact statement for OCPL.

The meeting adjourned at 5:00 PM.