

The Board of Trustees of the North Canton Public Library held its Organizational Meeting on Monday, January 16, 2017, at the Library. Mr. Streb called the meeting to order at 4:36 p.m., with the following members present: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb. Absent: Mr. Fonte, Dr. Roden and Mr. Smetana. Staff: Sandra Lang, Kelly Boggs, Terri Mayer, and Christina Weyrick.

Mrs. Boggs announced the North Canton City Schools Board of Education approved the re-appointment of Mr. Jude Streb to the North Canton Public Library Board of Trustees for a term which shall run from January 1, 2017 to December 31, 2022. Mrs. Boggs, Notary Public, administered the Oath of Office to Mr. Jude Streb.

Mrs. Baxter moved and Mrs. Pellegrino seconded to accept and close the nominations for the Election of Officers for 2017 as follows: President – Jude Streb, Vice-President – Brent Fatzinger, Secretary – Megan Pellegrino. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb. 2017:001

The Oath of Office was administered to Jude Streb, Brent Fatzinger and Megan Pellegrino by Notary Public, Kelly Boggs.

Mr. Fatzinger moved and Mrs. Pellegrino seconded to appoint Kelly J. Boggs, Fiscal Officer, effective, January 1, 2017 at an annual (current) salary of \$58,700.00. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb. 2017:002

Mrs. Baxter moved and Mr. Fatzinger seconded to appoint Teresa M. Mayer, Deputy Fiscal Officer, effective, January 1, 2017 at an hourly (current) rate of \$18.63 per hour. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb. 2017:003

The Oath of Office was administered to Kelly Boggs and Teresa Mayer by Notary Public, Jude Streb.

Mrs. Baxter moved and Mr. Fatzinger seconded to set the fiscal officer's bond at \$100,000.00 and set the deputy fiscal officer's bond at \$25,000.00. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb. 2017:004

Mr. Fatzinger moved and Mrs. Pellegrino seconded to set the time of the 2017 Board of Trustees Regular Meetings, to be held on the 3rd Monday of each 2017:005

month, at 4:30 p.m. at the library, with no meeting to be held in February. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Mr. Streb presented the committee assignments for 2017 as follows:

Art:	Mr. Smetana*, Mrs. Pellegrino
Building:	Mr. Fonte*, Mr. Fatzinger, Mrs. Pellegrino
Budget & Finance:	Mr. Fatzinger*, Mrs. Baxter, Mr. Smetana, Dr. Roden
Records Retention:	Mr. Fonte*, all Board members and Fiscal Officer
Personnel:	Mr. Fatzinger*, Mrs. Baxter, Mr. Smetana, Dr. Roden
Nominating:	Mrs. Pellegrino*, Mrs. Baxter
Strategic Planning:	Mrs. Pellegrino*, Mrs. Baxter, Dr. Roden
Negotiating:	Mr. Fatzinger*, Dr. Roden

The committee assignments were approved by all present.

Mr. Fatzinger moved and Mrs. Pellegrino seconded to adjourn the Organizational meeting at 4:46 p.m. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

2017:006

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, January 16, 2017, at the Library, immediately following the Organizational Meeting. Mr. Streb called the meeting to order at 4:46 p.m., with the following members present: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb. Absent: Mr. Fonte, Dr. Roden and Mr. Smetana. Staff: Sandra Lang, Kelly Boggs, Terri Mayer and Christina Weyrick.

Mr. Streb asked if there were any changes to the meeting agenda as presented. There were none.

Mrs. Baxter moved and Mr. Fatzinger seconded to approve the agenda for the regular meeting of the Board of Trustees on January 16, 2017. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

2017:007

Mr. Streb asked if there were any corrections to the minutes presented from the November 21, 2016 meeting. There were none.

Mr. Fatzinger moved and Mrs. Pellegrino seconded to approve the minutes of the November 21, 2016 meeting. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for November and December, 2016 (copies attached). The cash balance in all funds at the end of December was about \$2,262,400.00. The unencumbered appropriation balance in all funds at the end of December was about \$540,200.00. In November, month to date and year to date revenues in all funds were about \$311,200.00 and \$2,352,100.00, respectively. In November, month to date and year to date expenses for all funds were about \$364,100.00 and \$2,121,400.00, respectively. In December, month to date and year to date revenues in all funds were about \$124,700.00 and \$2,476,900.00, respectively. In December, month to date and year to date expenses for all funds were about \$191,100.00 and \$2,312,600.00, respectively. Mrs. Boggs presented the investment reports and the lists of checks written for the months of November and December. The Fiscal Officer's reports for November and December, 2016 were accepted as presented to be filed for audit.

Mrs. Boggs presented the 2016 Public Library Fund reports. (Copies attached.) Mrs. Boggs also presented the Unaudited Annual Financial Report for the year ended December 31, 2016. (Copy attached.) She noted that this year, and for years going forward, she will not be preparing and attaching the Management Discussion and Analysis with the annual financial report. It is not a requirement for this to be included with the annual financial report.

GIFTS - Mrs. Boggs reported following gifts received during the months of November and December.

General Fund – N/A

Memorial & Gift Fund –

On November 17, 2016, the Rotary Club of North Canton donated \$500.00, to be used for library wide programming.

On November 16, 2016, Bud and Linda Patten donated \$25.00, in memory of Elliott Joy Shooltz.

On November 29, 2016, John B. Alexander donated \$50.00, to recognize local artists at the Little Art Gallery.

On December 5, 2016, the W. Henry Hoover Fund donated \$5,000.00.

During December, the following donations were made in memory of Florence Rankin:

- \$100 from Ramey Mason, Seana Canter, Susan Ray, & Melissa Watkins
- \$10 from Tom Bressi
- \$100 from Robert J. Hammontree
- \$50 from Hoover High School Guidance Dept.
- \$50 from Julie Mathie-Cross & Family
- \$25 from Michael & Jacqueline Ziarko
- \$20 from Rita J. Palmer
- \$70 from Hoover High School Math Dept.
- \$50 from Jeff & Lindsay (Bumbaugh) Berding
- \$200 from Aaron & Christina Zorn
- \$150 from Zorn & Wells Labs
- \$100 from Tom & Jean Shoup
- \$50 from Jackson Local School Staff
- \$50 from Barb Drook & Tim Maroney
- \$50 from IT Employees of Marathon Petroleum Co.
- \$30 from the Barry Family
- \$35 from Garry & Jeanne Leed
- \$40 from Jim & Wrenn Nicodemo
- \$30 from Andy & BethAnn Lawrence
- \$100 from James Wells
- \$100 from Myron & Peggy McLain
- \$100 from Epic

During December, the following donations were made in memory of Richard Sachwitz:

- \$25 from Bob & Constance Winther
- \$25 from Joan & Ralph Leidy
- \$100 from William A. Clark
- \$100 from Tom Gdowik
- \$50 from Charles & Hannelore Smith
- \$25 from Todd & Debbie Jagger
- \$50 from Vicki Armour
- \$30 from Nancy W. Merrill
- \$25 from Steve and Sherry Sims
- \$50 from Gary L. Hoce
- \$50 from Dennis Huffman

Permanent Improvement Fund – N/A

Capital Art Fund – N/A

Mr. Fatzinger moved and Mrs. Baxter seconded to accept the gifts listed above with much appreciation. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

2017:009

Report of the Director:

Mrs. Lang reported on the Statistics for November and December, 2016, along with her Director's report (attached).

Mrs. Lang reported that the library fire inspection had been completed and all action items had been addressed and corrected by the re-inspection date. A copy of the report is attached.

Mrs. Lang reported, with the recent change to Ohio's Concealed Carry Law, she has asked our attorney to review our policy for any conflict with the change in the Ohio law.

Committee Reports:

Building – See Budget & Finance.

Art – Mrs. Lang reported the current show features the Permanent Collection and will be on display until January 22, 2017.

The upcoming shows at the Little Art Gallery will be Artwork from the Classroom. The students in North Canton City Schools and St. Paul's of North Canton will be featured. Following is the schedule:

Feb 2 – 12, 2017, featuring the Primary Schools, with an opening reception held
February 2, 2017, from 5:00 to 6:30 p.m.

Feb 16 – 26, 2017, featuring the Intermediate Schools, with an opening reception held
February 16, 2017, from 5:00 to 6:30 p.m.

Mar 2 – 12, 2017, featuring the Middle Schools, with an opening reception held
March
2, 2017, from 5:00 to 6:30 p.m.

Mar 16 – 26, 2017, featuring the High School, with an opening reception held
March
16, 2017, from 5:00 to 6:30 p.m.

Building and Budget & Finance – A joint committee meeting was held on December 8, 2016. The minutes from this meeting are attached.

Personnel – Mrs. Lang reported the following hiring and resignation of staff.

Hire Catherine Morgan, regular part-time Librarian, at the hourly rate of \$15.66, effective November 21, 2016.

Hire James Miller, variable part-time Page, at the hourly rate of \$8.10, effective November 22, 2016.

Resignation of Patricia VanNest, Page, effective December 31, 2016 and Nicole Yoder, Librarian, effective January 21, 2017.

Mrs. Pellegrino moved and Mr. Fatzinger seconded to approve the hiring and resignation of personnel as stated above. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

2017:010

Strategic Planning – N/A

Nominating – N/A

Records Retention – N/A

By-Laws Ad Hoc – N/A

Communications:

Mrs. Lang reported the Little Art Gallery received a letter of thanks from a local artist featured recently in the Gallery. A copy of this letter is attached.

Mrs. Lang reported receiving correspondence from the North Canton Planning Commission regarding an upcoming Public Hearing. A copy of this notice is attached.

Old Business:

New Business:

Staff Presentation:

Public Presentation:

Next Meeting:

The next regular meeting of the North Canton Public Library Board of Trustees is scheduled to be Monday, March 20, 2017, at 4:30 p.m.

Adjournment:

Mrs. Baxter moved and Mr. Fatzinger seconded to adjourn the regular meeting at 5:20 p.m. Ayes: Mrs. Baxter, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

2017:011

Jude Streb, President

Megan Pellegrino, Secretary