

The Board of Trustees of the North Canton Public Library held a regular meeting on Monday, December 21, 2015, at the Library. Mrs. Baxter called the meeting to order at 4:34 p.m., with the following members present: Mrs. Baxter, Mr. Fonte, Mr. Fatzinger, Mrs. Pellegrino, Mr. Shoup and Mr. Streb. Absent: Mr. Smetana. Staff: Sandra Lang, Kelly Boggs, Terri Mayer, Christina Weyrick and Nate Moran. Public: Jean Shoup.

**Mr. Fatzinger moved and Mr. Fonte seconded** to approve the agenda for the regular meeting of the Board of Trustees on December 21, 2015. Ayes: Mrs. Baxter, Mr. Fonte, Mr. Fatzinger, Mrs. Pellegrino, Mr. Shoup and Mr. Streb.

2015:072

Mrs. Baxter asked if there were any corrections to the minutes presented from the November 16, 2015, meeting. There were none.

**Mr. Fonte moved and Mr. Fatzinger seconded** to approve the minutes of the November 16, 2015 meeting. Ayes: Mrs. Baxter, Mr. Fonte, Mr. Fatzinger, Mrs. Pellegrino, Mr. Shoup, and Mr. Streb.

2015:073

#### **Report of the Fiscal Officer:**

Mrs. Boggs reviewed the financial reports for November, 2015 (copies attached). The cash balance in all funds at the end of November was about \$2,186,600.00. The unencumbered appropriation balance in all funds at the end of November was about \$437,300.00. In November, month to date and year to date revenues in all funds were about \$221,200.00 and \$2,264,800.00, respectively. In November, month to date and year to date expenses for all funds were about \$256,700.00 and \$2,022,000.00, respectively. Mrs. Boggs presented the investment reports for November and the list of checks written for the month of November. The Fiscal Officer's reports for November, 2015 were accepted as presented to be filed for audit.

Mrs. Boggs presented the 2015 Public Library Fund reports (copy attached).

#### GIFTS –

General Fund – N/A

#### Memorial & Gift Fund

On November 12, 2015, the North Canton Rotary donated \$2,500.00 for the Homework Help program.

On November 23, 2015, Heather Bullach donated \$90.00, a percentage of her art gallery sales, to be used for gallery needs.

Permanent Improvement – N/A

Capital Art Fund – N/A

**Mr. Shoup moved and Mr. Fonte seconded** to accept the gifts as listed with much appreciation. Ayes: Mrs. Baxter, Mr. Fonte, Mr. Fatzinger, Mrs. Pellegrino, Mr. Shoup, and Mr. Streb. 2015:074

### **Report of the Director:**

Mrs. Lang reported on the Statistics for November, 2015, along with her Director's report (attached).

In recognition of Tom Shoup's years of service on the Board of Trustees, Mrs. Lang presented a book, selected in Mr. Shoup's honor, which will be added to the library's collection. Mr. Shoup's current term on the library board will end December 31, 2015.

### **Committee Reports:**

Building – Mrs. Lang reported that on January 14, 2016, while the library is closed for a staff in-service day, Studio Techne will conduct meetings with staff, the Friends of the Library and the community, as part of their work on the Facility Assessment and Capital Improvement Program.

Art – Mrs. Lang reported that attendees of the opening for the showing of the Permanent Collection, curated by M. J. Albacete, former Director of the Canton Museum of Art, were very complimentary. The show will run through January 3, 2016.

The upcoming show, Heart Gallery – Art with a Heart, will run from January 4 through January 14, 2016.

Art from the Classroom will be featured from February 4 through March 27, 2016. Mrs. Lang noted that there will be a change this year. The elementary grade artwork will be featured first, with the high school featured at the end.

Budget & Finance – Mr. Shoup indicated that there was nothing to report at this time.

Personnel – Mr. Shoup reported personnel changes to the board, as presented in the agenda.

**Mr. Fatzinger moved and Mrs. Pellegrino seconded** to approve/accept the following personnel changes:

2015:075

Resignation of Laura Hanby, Librarian, effective December 26, 2015  
Resignation of Maureen Morrell, Clerk, effective December 18, 2015  
Resignation of Caroline Arnold, Clerk Specialist, effective December 19, 2015  
Move Susan Steele from Variable Part-time Clerk to Regular Part-time Clerk, effective November 23, 2015, with no change in hourly rate.  
Move Stephanie Sabo from Page to Variable Part-time Clerk, effective November 30, 2015, with a change in hourly rate to \$8.67.  
Move Terri Greenwald from Variable Part-time Librarian to Regular Part-time Librarian, effective December 20, 2015, with no change in hourly rate.

Ayes: Mrs. Baxter, Mr. Fonte, Mr. Fatzinger, Mrs. Pellegrino, Mr. Shoup, and Mr. Streb.

Strategic Planning – N/A

Negotiating – N/A

Nominating – N/A

Records Retention – N/A

By-Laws Ad Hoc – N/A

**Communications:**

**Old Business:**

Mrs. Lang reported that the Employee Handbook is still under legal review.

**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, January 18, 2016, at 4:30 p.m.

**Adjournment:**

Mrs. Baxter thanked the board for the opportunity to serve as president for the last two years.

**Mr. Shoup moved and Mr. Streb seconded** to adjourn the regular meeting at 5:00 p.m. Ayes: Mrs. Baxter, Mr. Fonte, Mr. Fatzinger, Mrs. Pellegrino, Mr. Shoup, and Mr. Streb. 2015:076

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Jude Streb, President

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Megan Pellegrino, Secretary