

The Board of Trustees of the North Canton Public Library held its Organizational Meeting on Monday, January 15, 2018, at the Library. Mr. Fatzinger called the meeting to order at 4:36 p.m. with the following members present: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, and Mrs. Pellegrino. Mr. Streb arrived at 4:40. Staff: Sandra Lang, Kelly Boggs, Stephanie Shaffer, Keri Burick and Christina Weyrick. Guest: Catherine Voss.

Mrs. Boggs announced the North Canton City Schools Board of Education approved two appointments to the North Canton Public Library Board of Trustees: Mr. Daniel Griffith for a term which shall run from January 1, 2018 to December 31, 2024 and Mr. Bryan Harris for a term which shall run from January 1, 2018 to December 31, 2022.

The Oath of Office was administered to Mr. Daniel Griffith and Mr. Bryan Harris by Notary Public, Kelly Boggs.

Mr. Harris moved and Mr. Fatzinger seconded to accept and close the nominations for the Election of Officers for 2018 as follows: President – Brent Fatzinger, Vice President – Megan Pellegrino and Secretary – Julie Baxter. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. 2018:001

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

Mr. Fatzinger moved and Mrs. Pellegrino seconded to appoint Kelly J. Boggs, Fiscal Officer, effective, January 1, 2018 at an annual (current) salary of \$59,874. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. 2018:002

Mr. Fatzinger moved and Mrs. Baxter seconded to appoint Stephanie A. Shaffer, Deputy Fiscal Officer, effective, January 1, 2018 at an hourly (current) rate of \$15.30 per hour. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. 2018:003

Mr. Fatzinger moved and Mr. Griffith 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. 2018:004

Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

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

Mrs. Baxter moved and Mr. Harris seconded to set the time of the 2018 Board of Trustees Regular Meetings, to be held on the 3rd Monday of each month, at 4:30 p.m. at the library, with no meeting to be held in February. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2018:005

Mr. Fatzinger presented the committee assignments for 2018 as follows:

Art:	Mrs. Pellegrino*, Mrs. Baxter
Building:	Mr. Harris*, Mrs. Pellegrino, Mr. Streb
Budget & Finance:	Mr. Griffith*, Mrs. Baxter, Mrs. Beinlich
Records Retention: Officer	Mr. Fatzinger*, all Board members and Fiscal
Personnel:	Mrs. Baxter*, Mrs. Beinlich, Mr. Griffith
Nominating:	Mrs. Pellegrino*, Mrs. Baxter, Mrs. Beinlich
Strategic Planning:	Mrs. Beinlich*, Mrs. Baxter, Mr. Harris
Negotiating:	Mr. Streb*, Mr. Griffith

The committee assignments were approved by all present.

Mr. Griffith moved and Mrs. Baxter seconded to adjourn the Organizational Meeting at 4:59 p.m. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2018:006

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, January 15, 2018, at the Library, immediately following the Organizational Meeting. Mr. Fatzinger called the meeting to order at 5:01 p.m., with the following members present: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. Staff: Sandra Lang, Kelly Boggs, Stephanie Shaffer, Keri Burick and Christina Weyrick. Guest: Catherine Voss.

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

Mr. Streb moved and Mr. Griffith seconded to approve the agenda for the regular meeting of the Board of Trustees on January 15, 2018. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2018:007

Mr. Fatzinger asked if there were any corrections to the minutes presented from the December 18, 2017 meeting. There were none.

Mrs. Baxter moved and Mrs. Pellegrino seconded to approve the minutes of the December 18, 2017 meeting. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2018:008

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for December, 2017 (copies attached). The cash balance in all funds at the end of December was about \$2,409,158. The unencumbered appropriation balance in all funds at the end of December was \$652,820. The month-to-date and year-to-date revenues in all funds were \$122,617 and \$2,304,420, respectively. The month-to-date and year-to-date expenses for all funds were \$189,622 and \$2,157,672, respectively. Status reports, a list of payments, the investment report, and the Public Library Fund (PLF) reports were presented and accepted by the Board to be filed for audit (all copies attached). The unaudited Annual Financial Report for the year ended December 31, 2017 was presented. (Copy attached.)

GIFTS - Mrs. Boggs reported the following gifts received during the month of December 2017.

Books were received from the estate of Donna M. Kirkpatrick by Thomas Baker, Executor.

Memorial & Gift Fund:

- On 12/6/17 Jeanne Blaes donated \$25 in memory of Judy Cawthorne.
- On 12/8/17 Richard M. Huggett donated \$150 as a gift to the Art Department to be used for children.

- On 12/11/17 the W. Henry Hoover Fund donated \$5,000.
- On 12/19/17 Cynthia and Dennis Woodburn donated \$60 in memory of Karen Weimer.
- On 12/19/17 Emily Vigil donated \$191.25 (a percentage of sales from her art show) for gallery use.
- On 12/20/17 the Friends of the North Canton Public Library donated \$150 in memory of Judy Cawthorne, Mary Dickerson and Donna Kirkpatrick.
- On 12/20/17 Paul and Nancy Beinlich donated \$100.

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

2018:009

Report of the Director:

Mrs. Lang reported on the Statistics for December 2017, along with her Director's report (attached).

Mrs. Lang introduced the new Friends of the Library president, Catherine Voss, who advised that the book sale in April will be only 3 days rather than the usual 4. Mrs. Voss also discussed the need for new, involved members.

Mrs. Lang updated the Board on plans for a Security Assessment of the library to be conducted by Steve Wilder, retired North Canton City Police Chief.

Mrs. Lang and Mrs. Boggs also reported on the December 14, 2017 meeting of the North Canton Library Association. Mrs. Boggs provided the North Canton Library Association with a report on the financial aspects of the library, and Mrs. Lang reported on the current activities and statistics of the library. There was a general discussion of future plans for the library with the need for permanent parking solutions highlighted. Mr. Larry Hoover expressed the support of the association in funding some possible solutions along with the possibility of support from the Hoover Foundation.

Committee Reports:

Art:

The current show features the "Permanent Collection 10-Year Retrospective" and will be on display through January 21, 2018.

The upcoming shows at the Little Art Gallery will be "Artwork from the Classroom". The following is the scheduled showing:

Primary – 2/1/18 through 2/11/18 with an opening reception held 2/1/18, from 5:00 to 7:00 p.m.

Intermediate – 2/15/18 through 2/25/18 with an opening reception held 2/15/18, from 5:00 to 7:00 p.m.

Middle – 3/1/18 through 3/11/18 with an opening reception held 3/1/18, from 5:00 to 7:00 p.m.

High – 3/15/18 through 3/25/18 with an opening reception held 3/15/18, from 5:00 to 7:00 p.m.

Building: none

Budget & Finance: none

Personnel:

Mr. Streb moved and Mrs. Beinlich seconded to approve the following personnel change: 2018:010

- Hire Elizabeth Pucci, full-time Librarian, at the hourly rate of \$15.66, effective January 2, 2018.

Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

Strategic Planning: none

Nominating:

Mrs. Pellegrino provided the minutes for the December 18, 2017 Nominating Committee Meeting.

Records Retention: none

Communications:

The library received a thank you letter from the City of North Canton for volunteering time and assistance with the 2017 Annual Community Christmas Sing & Tree Lighting.

The library received a letter from the Superintendent of the North Canton City Schools approving the appointment of Daniel Griffiths and Bryan Harris to the North Canton Public Library Board of Trustees.

Old Business: none

New Business: none

Staff Presentation: none

Public Presentation: none

Next Meeting:

The next regular meeting of the North Canton Public Library Board of Trustees is scheduled to be Monday, March 19, 2018, at 4:30 p.m.

Adjournment:

Mrs. Baxter moved and Mr. Griffith seconded to adjourn the regular meeting at 5:33 p.m. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2018:011

Brent Fatzinger, President

Julie Baxter, Secretary