

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, June 18, 2018, at the Library. Mr. Fatzinger called the meeting to order at 4:33 p.m., with the following members present: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Harris and Mr. Streb. Absent: Mr. Griffith and Mrs. Pellegrino. Staff: Sandra Lang, Kelly Boggs, Stephanie Shaffer, Keri Burick and Christina Weyrick.

**Approval of Agenda:**

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

**Mrs. Baxter moved and Mrs. Beinlich seconded** to approve the agenda for the regular meeting of the Board of Trustees on June 18, 2018.

2018:032

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

**Minutes of Previous Meeting:**

Mr. Fatzinger asked if there were any corrections to the minutes presented from the May 21, 2018 meeting. There were none.

**Mr. Harris moved and Mr. Streb seconded** to approve the minutes of the May 21, 2018 meeting.

2018:033

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

**Report of the Fiscal Officer:**

Mrs. Boggs reviewed the Summary of Financial Information for May 2018. The cash balance in all funds at the end of May was \$2,557,887. Monthly and year-to-date revenues in all funds were \$180,433 and \$1,075,967, respectively. Monthly and year-to-date expenses for all funds were \$169,928 and \$927,237, 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).

GIFTS - Mrs. Boggs reported the following gifts were received during the month of May.

Memorial & Gift Fund

- On 5/2/18, Fresh Thyme donated \$3 from the Giving Tag Program.

- On 5/16/18, the Fraternal Order of the Eagles donated \$200, which will be used for library-wide programs.
- On 5/31/18, Rita Marchand donated \$100, which will be used for outreach.

**Mrs. Baxter moved and Mrs. Beinlich seconded** to accept the gifts listed above with much appreciation.

2018:034

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

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

Mrs. Lang reported on the Statistics for May 2018, along with her Director's report (attached).

Mrs. Lang reported that the Friends of the Library received \$5,118 for the Spring book sale.

### **Committee Reports:**

#### Art:

The current show is Watercolor & Woodturning by artists: Jack Fetzer and Marty Chapman. The show runs through July 14, 2018.

The upcoming show is Altared States by Artist Tom Wachunas. The show runs from July 19 through August 19, 2018. The Opening reception is Thursday, July 19, from 5:30 to 7:30 p.m. with music by Brian McCoy, the Hurdy Gurdy Man.

#### Building:

The Building Committee reviewed the June 4, 2018 Committee Meeting Minutes.

Mr. Harris reported that there is one firm remaining to interview, PTA Engineering.

Mr. Harris also advised that a big concern with replacing the HVAC system is the removal of the old system which will require some phasing.

Mrs. Lang advised that quotes for bollards are being obtained.

Budget & Finance: N/A

Personnel:

**Mrs. Baxter moved and Mrs. Beinlich seconded** to accept the resignation of Lisa Bucklew, regular part-time Clerk, which is effective June 19, 2018. 2018:035  
Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Harris and Mr. Streb.

Mrs. Lang reported that a replacement will be discussed at a later time.

Strategic Planning: N/A

Nominating: N/A

Negotiating: N/A

Records Retention: N/A

Communications: N/A

Old Business: N/A

New Business:

Mrs. Boggs reported on the renewal of the Ohio Plan property/liability insurance plan for the period of July 1, 2018 through June 30, 2019.

Mrs. Lang reported on the increased interest in cyber security coverage due to what is required by law when a breach occurs.

Mr. Harris discussed the birthdate format entered for our patrons. The Library can consider dropping the day and entering the month and year only. This is dependent upon the Library's PCI security standards requirement.

Mr. Streb reported concern for recreation of our databases due to expense and difficulty.

**Mr. Harris moved and Mr. Streb seconded to** renew the Ohio Plan property/liability insurance plan for the period of July 1, 2018 through June 30, 2019 for the amount of \$10,893, to be paid to Whitaker-Myers Insurance Group. Ayes: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Harris and Mr. Streb.

2018:036

Staff Presentation: N/A

Public Presentation: N/A

### **Executive Session:**

**Mr. Harris moved and Mrs. Baxter seconded** to adjourn to Executive Session at 4:56 p.m. for the purpose of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Roll call vote: Mrs. Baxter, yes; Mrs. Beinlich, yes; Mr. Fatzinger, yes; Mr. Griffith, Absent; Mr. Harris, yes; Mrs. Pellegrino, Absent; and Mr. Streb, yes.

2018:037

**Mr. Harris moved and Mr. Streb seconded** to return to regular session at 5:16 p.m.

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

2018:038

### **Next Meeting:**

The next meeting of the North Canton Public Library Board of Trustees is scheduled to be July 16, 2018 at 4:30 p.m.

**Adjournment:**

**Mr. Streb moved and Mrs. Baxter seconded** to adjourn the regular meeting at 5:16 p.m. 2018:039

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

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Brent Fatzinger, President

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Julie Baxter, Secretary