

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, November 18, 2019, at the Library. Mr. Fatzinger called the meeting to order at 4:32 p.m., with the following members present: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. Staff present: Sandra Lang, Kelly Boggs, Stephanie Shaffer, Keri Burick and Christina Weyrick.

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 November 18, 2019. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2019:063

Mr. Fatzinger asked if there were any corrections to the minutes presented from the October 21, 2019 meeting. There were none.

Mr. Griffith moved and Mrs. Beinlich seconded to approve the minutes of the October 21, 2019 meeting. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2019:064

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for October 2019 (copies attached). The cash balance in all funds at the end of October was \$2,705,644. In October month to date and year to date revenues in all funds were \$173,871 and \$3,065,426, respectively. In October month to date and year to date expenses for all funds were \$865,775 and \$2,952,121, respectively. Mrs. Boggs presented the investment reports and the lists of checks written for the month of October. 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).

There were no gifts received in October.

Report of the Director:

Mrs. Lang reported on the Statistics for October 2019, along with her Director's report (attached).

Mrs. Lang advised that the Friends of the Library have approved \$15,800 to be contributed for program supplies and services and \$2,600 for speakers.

Mrs. Lang discussed many items that the library will be participating in. The Giving Tree is currently up and ready. Coats for Christmas will be collected through December

16, 2019. In support of the North Canton City Schools Care Team, the library will be collecting gift cards at the Reference Desk for students and their families that are in need through December 16, 2019. The library will also be participating in the Dolly Parton Imagination Library. Details will be worked out.

Committee Reports:

Art:

Mrs. Pellegrino reported that the Permanent Collection items will continue to be exhibited when possible through the end of the renovation projects.

Building:

Mr. Harris moved and Mr. Streb seconded to approve Change Order #1 with Standard Heating and Plumbing for an additional \$8,513.28 for the purpose of installing a new fire alarm and annunciator panel, and to extend the contract date an additional 25 days for a substantial completion date of 11/25/19.

2019:065

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

Budget & Finance:

Mrs. Boggs presented the November 11, 2019 Meeting Minutes.

Mrs. Baxter moved and Mrs. Beinlich seconded to approve the attached Amendment to the 2019 Appropriation. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2019:066

Mrs. Baxter moved and Mrs. Beinlich seconded to approve the attached 2020 Permanent Appropriation. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2019:067

Mrs. Beinlich moved and Mr. Griffith seconded to approve the transfer of \$100,000 from the General Fund to the Permanent Improvement Fund. Roll Call Vote: Mrs. Baxter, Yes; Mrs. Beinlich, Yes; Mr. Fatzinger, Yes; Mr. Griffith, Yes; Mr. Harris, Yes; Mrs. Pellegrino, Yes; and Mr. Streb, Yes.

2019:068

Personnel:

Mr. Griffith moved and Mr. Harris seconded to approve the attached updated job description for the Director. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2019:069

Mrs. Beinlich moved and Mr. Streb seconded to approve the following personnel changes:

2019:070

- Accept the resignation of Terri Greenwald, Librarian, effective November 30, 2019.
- Accept the resignation of Sandra Lang, Director, effective April 30, 2020.
- Change the status of Karen Pollard, Library Associate, from variable part-time to regular part-time, effective November 18, 2019.

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

Strategic Planning: N/A

Nominating:

Mr. Streb moved and Mrs. Baxter seconded to recommend to the North Canton City School Board that Sarah Mallamaci be appointed as a member of the Library Board of Trustees, for the term beginning January 1, 2020 ending December 31, 2026. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. 2019:071

Negotiating: N/A

Records Retention: N/A

Communications: N/A

Old Business: N/A

New Business: N/A

Staff Presentation: N/A

Public Presentation: N/A

Next Meeting:

The next regular meeting of the North Canton Public Library Board of Trustees is scheduled to be Monday, December 16, 2019 at 4:30 p.m.

Executive Session:

Mr. Streb moved and Mrs. Baxter seconded to adjourn to Executive Session at 5:11 p.m. to consider the appointment, employment, and compensation of a public 2019:072

employee. Roll call vote: Mrs. Baxter, Yes; Mrs. Beinlich, Yes; Mr. Fatzinger, Yes; Mr. Griffith, Yes; Mr. Harris, Yes; Mrs. Pellegrino, Yes; Mr. Streb, Yes.

Mrs. Baxter moved and Mrs. Beinlich seconded to return to regular session at 5:38 p.m. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. 2019:073

Adjournment:

Mr. Harris moved and Mrs. Pellegrino seconded to adjourn the regular meeting at 5:45 p.m. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. 2019:074

Brent Fatzinger, President

Julie Baxter, Secretary