

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, December 16, 2019, at the Library. Mr. Fatzinger called the meeting to order at 4:34 p.m., with the following members present: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris and Mrs. Pellegrino. Absent: Mr. Streb. Staff present: Sandra Lang, Kelly Boggs, Stephanie Shaffer and Keri Burick. Guests: Sarah Mallamaci, Matt Sibila and Kurtis Taylor.

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

**Mr. Griffith moved and Mrs. Beinlich seconded** to approve the agenda for the regular meeting of the Board of Trustees on December 16, 2019. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris and Mrs. Pellegrino.

2019:075

### **Building Committee**

Matt Sibila, Coon Restoration & Sealants, Inc., requested a new deadline extension of April 1, 2020 on the Façade Project at no additional cost to the library and to continue working during the winter season as weather permits.

A change order for the proposed deadline extension on the Façade Project will be provided by Kurtis Taylor, Taylor Consulting Group. The change order will include two parts: Coon Restoration & Sealants, Inc. will enclose and protect what is currently open and then reconvene work in the spring when weather permits.

**Mr. Harris moved and Mrs. Pellegrino seconded** to approve Change Order #2 with Standard Heating and Plumbing for an additional \$2,751.68 for the purpose of extension of electrical wiring to new temperature control panels required for new control system not included under original electrical drawings. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris and Mrs. Pellegrino.

2019:076

Mr. Fatzinger asked if there were any corrections to the minutes presented from the November 18, 2019 meeting. There were none.

**Mr. Griffith moved and Mrs. Baxter seconded** to approve the minutes of the November 18, 2019 meeting. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris and Mrs. Pellegrino.

2019:077

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

Mrs. Boggs reviewed the financial reports for November 2019 (copies attached). The cash balance in all funds at the end of November was \$2,422,191. In November the

month to date and year to date revenues in all funds were \$126,093 and \$3,191,518 respectively. In November the month to date and year to date expenses for all funds were \$409,546 and \$3,361,668 respectively. Mrs. Boggs presented the investment reports and the lists of checks written for the month of November. 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 November.

Memorial & Gift Fund

- The Ladies Literary Club of North Canton donated \$35, which will be used for gallery supplies
- The Friends of the North Canton Library donated \$50 in memory of Frank Chufar

**Mrs. Pellegrino moved and Mrs. Beinlich seconded** to accept the gifts listed above with much appreciation. Ayes: Mrs. Baxter; Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, Mr. Harris and Mrs. Pellegrino. 2019:078

**Report of the Director:**

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

Mrs. Lang advised that under the current law library fines do not affect a patron's credit report even though they have been turned over to a collection agency by the library in order to recover the cost of unreturned materials and fines. The county prosecutor's office has agreed to work with the county's libraries to find an alternative response to motivate delinquent patrons to return materials. She will report the outcome of that discussion to the Board at the January, 2020 meeting.

Mrs. Lang also advised that Donald Lundstrom, the sculptor of the library's "Returning the Books" children's piece, passed away on December 6, 2019.

Mrs. Lang reported that the 2019 Winterfest was very successful with 60 families participating. There were a total of 243 pictures taken with Santa.

**Committee Reports:**

Art:

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

Budget & Finance: N/A

Director Search:

Mr. Fatzinger presented the November 27, 2019 Committee Meeting Minutes.

Personnel:

**Mrs. Beinlich moved and Mrs. Baxter seconded** to approve the following personnel change: 2019:079

- Hire Renee Nicole DiCola as a regular part-time Librarian at an hourly rate of \$16.13, effective November 20, 2019.

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

Strategic Planning: N/A

Nominating: N/A

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, January 20, 2020 at 4:30 p.m.

**Executive Session:**

**Mr. Griffith moved and Mrs. Pellegrino seconded** to adjourn to Executive Session at 5:39 p.m. to consider the appointment, employment, and compensation of a public employee. Roll call vote: Mrs. Baxter, yes; Mrs. Beinlich, yes; Mr. Fatzinger, yes; Mr. Griffith, yes; Mr. Harris, yes; Mrs. Pellegrino, yes; and Mr. Streb, Absent. 2019:080

**Mr. Griffith moved and Mr. Harris seconded** to return to regular session at 5:48 p.m. Ayes: Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, and Mr. Harris. 2019:081

**Adjournment:**

**Mr. Harris moved and Mr. Griffith seconded** to adjourn the regular meeting at 5:48 p.m. Ayes: Mrs. Beinlich; Mr. Fatzinger; Mr. Griffith, and Mr. Harris. 2019:082

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Brent Fatzinger, President

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Secretary