

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, June 15, 2020, virtually via a Zoom Meeting. A notice of said meeting pursuant to O.R.C. 121 was posted. Megan Pellegrino called the meeting to order at 4:34 p.m., with the following members present: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, and Mrs. Pellegrino. Mr. Fatzinger joined the meeting during the Report of the Fiscal Officer and Mr. Streb joined the meeting during the Report of the Director. Staff: Andrea Legg, Kelly Boggs, Stephanie Shaffer and Christina Weyrick.

Mrs. Pellegrino 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 June 15, 2020. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, and Mrs. Pellegrino.

2019:035

Mrs. Pellegrino asked if there were any corrections to the minutes of the May 21, 2020 Special meeting. There were none.

Mr. Griffith moved and Mr. Harris seconded to approve the minutes of the May 21, 2020 Special meeting. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, and Mrs. Pellegrino.

2019:036

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for May 2020 (copies attached). The cash balance in all funds at the end of May was \$2,102,716. In May month to date and year to date revenues in all funds were \$224,766 and \$1,018,463 respectively. In May month to date and year to date expenses for all funds were \$200,555 and \$1,097,330 respectively. Mrs. Boggs presented the investment reports and the lists of checks written for the month of May. 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).

Mrs. Boggs reported that the PLF for July is estimated to be down 12%. The year to date PLF is down 10% from the estimate. Additionally, the final 2018-2019 audit report will be included in the official minutes. There were no problems reported.

GIFTS – There were no gifts received in May 2020.

Report of the Director:

Mrs. Legg reported on the Statistics for May 2020 along with her Director's report (attached).

Mrs. Legg answered various questions from the Board concerning Phase 4 of the Library's Restoration Plan: Essential Services on the Main Floor. The library will continue with its Phase 3 staff members. The benchmark through the phases is 1) sufficient cleaning supplies and 2) a plateau of the corona virus with no spike in reported cases. The opening of the Little Art Gallery and the Children's Department are dependent upon that benchmark.

Committee Reports:

Art:

The Permanent Collection will be displayed when the library reopens.

Budget & Finance: none

Building:

Mr. Harris placed a temperature/humidity sensor in the Permanent Collection room of the gallery. Once he graphs the results of the findings, he will email the Board.

Mrs. Boggs reported that the façade project is complete. The cost of the project is decreased because some of the supplies in Taylor's original estimate were not used. This decreased the project's cost resulting in a change order. The library has paid everything except for the retainage amount.

Mr. Fatzinger moved and Mr. Griffith seconded to approve Change Order #4 (attached) for the Façade Restoration Project, which decreases the cost of the project by \$14,340. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, and Mr. Streb.

2019:037

Negotiating: none

Nominating: none

Personnel:

Mr. Fatzinger moved and Mr. Harris seconded to accept the resignation of Nicholas Zifer, System Administrator, effective on June 2, 2020. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, and Mr. Streb.

2019:038

Mrs. Boggs reported that 16 staff members took advantage of the voluntary furlough option. The Shared Work Ohio plan will allow a 10-50% reduction in hours in any given week providing about a \$1500 monthly savings. Application and approval is through Ohio Job and Family Services. The library will pay for actual hours worked by staff, and Ohio Job and Family Services will pay the rest.

Strategic Planning: none

Records Retention: none

Communications: none

Old Business: none

New Business:

Mr. Fatzinger moved and Mr. Harris seconded to approve the renewal of the Ohio Plan property/liability insurance package for the period of July 1, 2020 through June 30, 2021, at a cost of \$11,519. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb.

2019:039

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

Executive Session:

Mr. Fatzinger moved and Mr. Griffith seconded to adjourn to Executive Session at 5:24 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Roll call vote: Mrs. Beinlich, yes; Mr. Fatzinger, yes; Mr. Griffith, yes; Mr. Harris, yes; Mrs. Mallamaci, yes; Mrs. Pellegrino, yes; and Mr. Streb, yes.

2018:040

The Board returned to regular session at 5:54 p.m.

Mrs. Beinlich moved and Mr. Harris seconded to approve the revised Head of Technology and Reference Services job description as attached. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb.

2019:041

Adjournment:

Mr. Fatzinger moved and Mr. Streb seconded to adjourn the regular meeting at 5:57 p.m. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb.

2019:042

Megan Pellegrino, President

Bryan Harris, Secretary