

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, November 16, 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 4:32 p.m., with the following members present: Mrs. Beinlich, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. Mr. Fatzinger arrived at 4:33 p.m. Absent: Mr. Griffith. Staff: Andrea Legg, Kelly Boggs, Stephanie Shaffer, Christina Weyrick and Trevor Watkins.

Mrs. Pellegrino asked if there were any changes to the meeting agenda as presented. There were none.

Mr. Harris moved and Mrs. Mallamaci seconded to approve the agenda for the Regular Meeting of the Board of Trustees on November 16, 2020. Ayes: Mrs. Beinlich, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2020:078

Mrs. Pellegrino asked if there were any corrections to the minutes of the October 19, 2020, Regular Meeting. There were none.

Mrs. Beinlich moved and Mr. Harris seconded to approve the minutes of the October 19, 2020, Regular Meeting. Ayes: Mrs. Beinlich, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2020:079

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for October 2020 (copies attached). The cash balance in all funds at the end of October was \$2,457,663. In October month to date and year to date revenues in all funds were \$168,780 and \$2,214,262 respectively. In October month to date and year to date expenses for all funds were \$150,154 and \$1,938,181 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).

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

Memorial & Gift Fund

- Don and Lisa Williams donated \$100 in memory of Walter Watkins
- The Ladies' Literary Club of North Canton donated \$25 in memory of Ilene Ryan

Mrs. Mallamaci moved and Mr. Harris seconded to accept the gifts listed above with much appreciation. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2020:080

Report of the Director:

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

Mrs. Legg reviewed the Library's phasing plans. Phase 5 is when everything resumes. We are currently at Phase 4 which includes curbside pickup, special browsing hours for high risk patrons and limited computer time. We are now enforcing a zero tolerance policy for wearing masks. There are seven staff members on voluntary furlough. Managers, Librarians and some Library Associates have the option to work from home a couple of days of week as needed.

Committee Reports:

Art:

The Permanent Collection Art continues to be featured.

Budget & Finance/Personnel:

Mrs. Boggs presented the Minutes from the November 9, 2020 Committee Meeting, attached.

Mr. Fatzinger moved and Mrs. Beinlich seconded to approve the 2021 Permanent Appropriation, as attached. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2020:081

Mr. Fatzinger moved and Mr. Harris seconded to transfer \$100,000 from the General Fund to the Permanent Improvement Fund. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2020:082

Mrs. Mallamaci moved and Mr. Fatzinger seconded to accept the resignation of Stephanie Sabo, Clerk, effective 11/7/20. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2020:083

Building:

Mrs. Legg reported that PTA is waiting on Johnson Controls in order to provide a report. Additionally, the Library had a power outage causing an elevator and a boiler issue. Both issues are resolved.

Negotiating: none

Nominating:

Mrs. Mallamaci moved and Mr. Harris seconded to recommend that the North Canton City School Board reappoint Brent Fatzinger to the North Canton Public Library Board of Trustees for the term beginning January 1, 2021 and ending December 31, 2027. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2020:084

Records Retention: none

Strategic Planning: none

Communications: none

Old Business: none

New Business:

Mrs. Beinlich moved and Mrs. Mallamaci seconded to close the library on Monday, July 5, 2021 in observance of Independence Day. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2020:085

Mrs. Legg presented on CIPA Compliance (a Children's Internet Protection Act). OPLIN offers a free computer filtering service to reduce questionable websites which enables the Library to receive the benefit of a federally funded program called Erate.

Mr. Watkins, Head of Reference and Technology, presented on the various technical aspects of the program and potential benefits to the Library, such as, internal controls, firewall protection and uninterrupted power supplies to name a few. He will share a three-year technical plan via Google docs. Feedback can then be provided.

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, December 21, 2020 at 4:30 p.m.

Executive Session

Mr. Fatzinger moved and Mrs. Beinlich seconded to adjourn to executive session at 5:39 p.m. to consider the following: 2020:086

- preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment
- compensation of public employees or officials.

Roll Call Vote: Mrs. Beinlich, Yes; Mr. Fatzinger, Yes; Mr. Griffith, Absent; Mr. Harris, Yes; Mrs. Mallamaci, Absent; Mrs. Pellegrino, Yes; and Mr. Streb, Yes.

Return to regular session at 5:54 p.m.

Management Compensation

Mr. Fatzinger moved and Mrs. Beinlich seconded to approve new salary amounts for management employees, effective January 10, 2021, as recommended by the Personnel Committee, as follows: 2020:087

Kelly Boggs	Fiscal Officer	65,429
Andrea Legg	Director	82,400
Jamie Macris	Children's Manager	48,140
Nancy Myers	Head of Circulation	40,727
Stephanie Shaffer	Deputy Fiscal Officer (30 hrs/wk)	26,078
Christina Weyrick	Community Relations Manager	48,590

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

Adjournment:

Mr. Streb moved and Mrs. Beinlich seconded to adjourn the regular meeting at 5:55 p.m. 2020:088
Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

Megan Pellegrino, President

Bryan Harris, Secretary