

The Board of Trustees of the North Canton Public Library held its Organizational Meeting on Monday, January 18, 2021, virtually via a Zoom Meeting. A notice of said meeting pursuant to O.R.C. 121 was posted. Mrs. Pellegrino called the meeting to order at 4:33 p.m. with the following members present: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. Absent: Mr. Harris. Staff: Andrea Legg, Kelly Boggs, Stephanie Shaffer, and Christina Weyrick.

Last month the North Canton City Schools Board of Education approved the reappointment of Mr. Brent Fatzinger to the North Canton Public Library Board of Trustees for the term beginning January 1, 2021 and ending December 31, 2027. Mr. Griffith, Notary Public, administered the Oath of Office to reappointed Trustee, Mr. Brent Fatzinger as follows: "I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the state of Ohio; and that I will faithfully and impartially discharge my duties as a **member** of the Board of Trustees of the North Canton Public Library, Stark County, Ohio, to the best of my abilities, and in accordance with the laws now in effect, and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified."

Election of Officers

Mrs. Beinlich moved and Mrs. Mallamaci seconded to accept and close the nominations for the Election of Officers for 2021 as follows: President – Megan Pellegrino, Vice President – Nancy Beinlich and Secretary – Bryan Harris. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb.

2021:001

Notary Public, Mr. Griffith, administered the Oath of Office to Megan Pellegrino, President, and Nancy Beinlich, Vice President, as follows: "I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the state of Ohio; and that I will faithfully and impartially discharge my duties as **(President/Vice President)** of the Board of Trustees of the North Canton Public Library, Stark County, Ohio, to the best of my abilities, and in accordance with the laws now in effect, and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified."

Mr. Harris was absent for the Organizational Meeting and his Oath of Office was administered by Mr. Griffith at the Regular meeting that immediately followed. See page 4.

Fiscal Officer/Deputy Fiscal Officer

Mr. Griffith moved and Mrs. Beinlich seconded to reappoint Kelly J. Boggs as Fiscal Officer for the year 2021 at an annual salary of \$65,429. (Note: rate was approved by the Board in November 2020.) Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. 2021:002

Mr. Griffith moved and Mrs. Mallamaci seconded to reappoint Stephanie Shaffer as Deputy Fiscal Officer for the year 2021 at an hourly rate of \$16.72. (Note: rate was approved by the Board in November 2020.) Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. 2021:003

Mrs. Mallamaci moved and Mr. Fatzinger seconded to set both the fiscal officer's bond and the deputy fiscal officer's bond at \$100,000. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. 2021:004

Notary Public, Mr. Griffith, administered the Oath of Office to Kelly Boggs, Fiscal Officer, and Stephanie Shaffer, Deputy Fiscal Officer, as follows: "I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the state of Ohio; and that I will faithfully and impartially discharge my duties as **(Fiscal Officer/Deputy Fiscal)** of the Board of Trustees of the North Canton Public Library, Stark County, Ohio, to the best of my abilities, and in accordance with the laws now in effect, and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified."

Board Meeting Dates

Mrs. Beinlich moved and Mrs. Mallamaci seconded to set the time and date of Board of Trustees regular meetings for the third Monday of each month at 4:30 p.m., with no meeting to be held in February. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. 2021:005

The 2021 meeting dates are as follows: January 18, March 15, April 19, May 17, June 21, July 19, August 16, September 20, October 18, November 15, and December 20.

Committee assignments

The Board members agreed to the following Committee assignments for 2021:

Art: Mrs. Mallamaci*, Mr. Harris
Budget & Finance: Mr. Griffith*, Mrs. Beinlich, Mr. Fatzinger
Building: Mr. Harris*, Mrs. Mallamaci, Mr. Fatzinger, Mr. Streb
Negotiating: Mr. Streb*, Mr. Griffith
Nominating: Mr. Fatzinger*, Mrs. Beinlich, Mrs. Mallamaci
Personnel: Mrs. Beinlich*, Mr. Griffith, Mr. Fatzinger
Records Retention: All Board members and Fiscal Officer
Strategic Planning: Mr. Harris*, Mrs. Beinlich, Mr. Griffith, Mr. Streb

AD HOC COMMITTEE: The Board agreed that this is no longer needed.

* indicates chairperson

Board President is Ex-officio of all standing committees.

Mr. Griffith moved and Mr. Streb seconded to adjourn the 2020 Organizational Meeting at 4:49 p.m. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. 2021:006

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, January 18, 2021, virtually via a Zoom Meeting immediately following the Organizational Meeting. A notice of said meeting pursuant to O.R.C. 121 was posted. Mrs. Pellegrino called the meeting to order at 4:50 p.m. with the following members present: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. Mr. Harris joined the meeting at 5:00 p.m. 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.

Mrs. Beinlich moved and Mrs. Mallamaci seconded to approve the agenda as presented. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. 2021:007

Mrs. Pellegrino asked if there were any corrections to the minutes presented from the December 21, 2020 meeting. There were none.

Mr. Streb moved and Mr. Fatzinger seconded to approve the minutes of the December 21, 2020 regular meeting. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. 2021:008

Report of the Fiscal Officer:

Mrs. Boggs reviewed the Fiscal Officer's Report and the December 2020 financial reports (copies attached). The cash balance in all funds at the end of December was \$2,370,623. The month-to-date and year-to-date revenues in all funds were \$152,033 and \$2,492,191, respectively. The month-to-date and year-to-date expenses for all funds were \$210,079 and \$2,303,151, 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). The unaudited Annual Financial Report for the year ended December 31, 2020 was presented. (Copy attached.)

GIFTS - Mrs. Boggs reported the following gifts were received during the month of December 2020.

Memorial & Gift Fund:

- Robert & Chris Kurtz donated \$25 to be used for story time supplies
- The W. Henry Hoover Fund donated \$5,000
- A bequest was received from the estate of Janet Sue Daily in the amount of \$13,074.64
- An anonymous donation of \$10 was received

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

2019:009

Report of the Director:

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

Mrs. Legg shared these additional notes:

- Working on a formal report for the Board to discuss the library's 2020 usage in more depth as well as what went on in each of the departments.
- Working with Christina Weyrick to create a more easily consumable report for our patron base in the form of a bookmark or rack card that will clearly illustrate the Library's value to its community.
- The library saved \$25,000 in 2020 due to the Shared Work Ohio program.

At this point in the meeting Bryan Harris was administered the Oath of Office by Notary Public, Mr. Griffith, as follows: "I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the state of Ohio; and that I will faithfully

and impartially discharge my duties as **Secretary** of the Board of Trustees of the North Canton Public Library, Stark County, Ohio, to the best of my abilities, and in accordance with the laws now in effect, and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.”

Committee Reports:

Art:

The Little Art Gallery is featuring work by Erin Mulligan and Bill Shearrow through February 21, 2021.

Building: none

Budget & Finance: none

Personnel:

Mr. Fatzinger moved and Mrs. Beinlich seconded to accept the resignation of Susan Steele, Clerk, effective January 1, 2021. Sue is retiring after over fifteen years of service with the library. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb.

2021:010

Strategic Planning: none

Nominating: none

Negotiating: none

Records Retention:

The next scheduled Records Retention meeting will be March 15, 2021 at 4:30 p.m.

Communications: none

Old Business: none

New Business: none

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, March 15, 2021 immediately following the Records Retention Committee meeting that commences at 4:30 p.m.

Adjournment:

Mrs. Beinlich moved and Mr. Harris seconded to adjourn the regular meeting at 5:23 p.m. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino, and Mr. Streb. 2021:011

Megan Pellegrino, President

Bryan Harris, Secretary