

The Board of Trustees of the North Canton Public Library held a Records Commission Meeting on Monday, March 15, 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, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. Staff present: Andrea Legg, Kelly Boggs, Stephanie Shaffer and Christina Weyrick.

Mrs. Boggs reported on the Certificate of Records Disposal for Records Not Requiring Form RC-3. The Record Retentions vote was then handled at the regular meeting of the Board of Trustees that followed.

The meeting adjourned at 4:35 p.m.

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, March 15, 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 4:36 p.m., with the following members present: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. Staff present: 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. Fatzinger moved and Mr. Streb seconded to approve the agenda for the regular meeting of the Board of Trustees on March 15, 2021. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2021:012

Mrs. Pellegrino asked if there were any corrections to the minutes presented from the January 18, 2021 Regular & Organizational meeting.

Mrs. Beinlich moved and Mrs. Mallamaci seconded to approve the minutes of the January 18, 2021 Regular & Organizational meeting. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2021:013

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for January and February, 2021 (copies attached). The cash balance in all funds at the end of February was \$2,596,831. In January, month to date revenues in all funds were \$160,318. In January month to date expenses for all funds were \$134,940. In February, month to date and year to date

revenues in all funds were \$353,865 and \$514,183 respectively. In February, month to date and year to date expenses for all funds were \$153,035 and \$287,975 respectively. Mrs. Boggs presented the investment reports and the lists of checks written for the months of January and February. 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 months of January and February.

Memorial & Gift Fund

- Friends of the Library donated \$6,525 for programming and seasonal periodicals
- Scott, Erin, Hadley and Heath Rankin donated \$75 in honor of Papa Dave Rankin.
- Jennifer and David Beard donated \$50 in honor of John William Zindle
- Alan and Laura Coverstone donated \$50 in memory of Gordon Porter

Permanent Improvement Fund

- North Canton Library Association donated \$31,105.72 from investment proceeds.

Mr. Griffith moved and Mrs. Beinlich seconded to accept the gifts listed above with much appreciation. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:014

Report of the Director:

Mrs. Legg reported on the Statistics for January and February 2021, along with her Director's report (attached).

Mrs. Legg provided an update on the parking situation. Superintendent Jeff Wendorf has been in communication with Mr. Fatzinger regarding the possibility of building additional library parking spots into the primary school's building project plans. Mayor Wilder has also reached out to the Hoover property owner to explore the creation of library parking in the northwest corner of the property.

Mrs. Pellegrino also advised that as of yet home owners have not expressed interest in the sale of real estate for the library's parking needs.

Mrs. Legg advised that the week of April 4, 2021, is National Library Week. The library is planning great activities for that week, and Mayor Wilder will be reading a proclamation.

Committee Reports:

Art:

The current show is *Art from the Classroom* which is on video display through April 3, 2021. The Permanent Collection will be displayed from April 10 through April 24, 2021.

Budget & Finance:

Mrs. Boggs requested a change to the 2021 Permanent Appropriation to allow for approved and proposed grants.

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

2021:015

Building:

This week Mr. Harris will be collecting humidity and air temperature samples from the art gallery, and he will share the results of these findings. Mrs. Legg advised that neither water nor moisture issues have been reported.

Negotiating: none

Nominating: none

Personnel:

Mr. Fatzinger moved and Mrs. Beinlich seconded to accept the following personnel changes:

2021:016

- Promotion of Victoria Suba from regular part-time to full-time Library Associate, effective January 24, 2021
- Resignation of Renee DiCola, Librarian, effective February 5, 2021
- Resignation of Jean Ramsey, Clerk-Specialist, effective March 1, 2021. (Jean is retiring with 20 years of service to the library.)

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

Strategic Planning:

Mrs. Legg reported on the January 29, 2021, Committee Meeting Minutes. She has reached out to consultants that have been used by other libraries and is waiting to hear back from them. A meeting will be scheduled when more services are restored at the library.

Records Retention:

Mr. Griffith moved and Mrs. Mallamaci seconded to approve the attached Certificate of Records Disposal, as recommended by the Records Commission. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:017

Communications:

Mrs. Legg reported on the January 2021 air sampling results provided by IRG Realty Advisors, LLC. The vapor intrusion testing was completed by Hull with sample results all coming back safe.

Old Business: none

New Business:

Mrs. Beinlich moved and Mr. Streb seconded to approve the attached Temporary Policy to Extend FFCRA Leave Benefits, effective January 1, 2021 through December 31, 2021. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:018

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, April 19, 2021 at 4:30 p.m.

Adjournment:

Mr. Fatzinger moved and Mr. Streb seconded to adjourn the regular meeting at 5:21 p.m. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:019

Megan Pellegrino, President

Bryan Harris, Secretary