

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, June 21, 2021, at the Library. Mrs. Pellegrino called the meeting to order at 4:34 p.m., with the following members present: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. Absent: Mr. Fatzinger. 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. Griffith moved and Mrs. Beinlich seconded** to approve the agenda for the regular meeting of the Board of Trustees on June 21, 2021. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2021:034

Mrs. Pellegrino asked if there were any corrections to the minutes presented from the April 19, 2021 regular meeting. There were none.

**Mrs. Mallamaci moved and Mr. Streb seconded** to approve the minutes of the May 17, 2021 regular meeting. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2021:035

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

Mrs. Boggs reviewed the financial reports for May 2021 (copies attached), along with her Fiscal Officer's report (attached). The cash balance in all funds at the end of May was \$2,773,481. In May, month to date and year to date revenues in all funds were \$195,807 and \$1,147,017 respectively. In May, month to date and year to date expenses for all funds were \$119,351 and \$744,159 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).

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

#### Memorial & Gift Fund

- Camp What If sponsorships:
  - \$250 from City of North Canton
  - \$250 from Sandra Lang
- Perry Lazich donated \$100 for the Musical Garden

#### Lazich Trust Fund

- Perry Lazich donated \$3,000

- Melissa Pearce donated \$1,000
- Dawn Goldammer donated \$1,000
- Matt Lazich donated \$1,000

**Mrs. Beinlich moved and Mr. Griffith seconded** to accept the gifts listed above with much appreciation. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:036

### **Report of the Director:**

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

Mrs. Legg reported on parking. On May 25 the NCLA purchased a home on Portage Street. The NCLA is working in partnership with the North Canton City Schools to provide parking off of Ream Street for library staff.

### **Committee Reports:**

#### Art:

The current show is *Telling A People's Story: African-American Children's Illustrated Literature* traveling exhibition which runs through July 2, 2021.

The upcoming show will be by Diane Belfiglio which runs July 15 through August 21, 2021.

Budget & Finance: none

#### Building:

Mrs. Legg reported that on May 25, she and Mr. Harris met with Evan of PTA Engineering who was able to see the library's temperature fluctuation issues. Evan reached out to Standard and Johnson Controls to address these issues.

Mr. Harris reported on the Art Gallery and Art Storage Room humidity issue as it is fluctuating too much. A follow up to Standard to ensure a plan with Johnson Controls will be made.

#### Negotiating:

Discussed in Executive Session.

Nominating: none

Personnel:

Mrs. Legg reported that recent personnel changes are reflective of the goal to restore the library to its pre-COVID operations.

**Mr. Streb moved and Mrs. Mallamaci seconded** to accept the following personnel changes: 2021:037

- Promotion of Emily Hayward from variable part-time Page to variable part-time Clerk, effective May 30, 2021, at an hourly rate of \$10.12.
- Hire Haley Caruso as a full-time Librarian, effective June 14, 2021, at an hourly rate of \$14.67.
- Resignations of Jean Gauding, Page, effective May 21, 2021; Trevor Watkins, Head of Reference & Technology, effective June 11, 2021; and Jessica Erin Jones, Page, effective June 12, 2021.

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

Strategic Planning: none

Records Retention: none

Communications: none

Old Business: none

New Business:

Mrs. Boggs reported on the renewal of the Ohio Plan property/liability insurance package. There are no major changes in coverage this year. It increases \$72 from last year with no recommended changes for this year. The library should prepare for an increase in building coverage next year.

**Mr. Griffith moved and Mrs. Beinlich seconded** to approve the renewal of the Ohio Plan property/liability insurance package for the period of July 1, 2021 through June 30, 2022, at a cost of \$11,592. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:038

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 19, at 4:30 p.m.

**Executive Session:**

**Mrs. Beinlich moved and Mr. Streb seconded** to adjourn to executive session at 5:04 p.m. to consider the following: 2021:039

- preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment
- 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, Absent; Mr. Griffith, Yes; Mr. Harris, Yes; Mrs. Mallamaci, Yes; Mrs. Pellegrino, Yes; and Mr. Streb, Yes.

The Board returned to Regular Session at 5:36 p.m.

**Mrs. Beinlich moved and Mrs. Mallamaci seconded** to approve the attached Labor Agreement between North Canton Public Library and OAPSE Local 15 for the period of July 1, 2021 through June 30, 2024. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:040

**Mr. Griffith moved and Mr. Harris seconded** to approve the attached job descriptions for the positions of Library Services Manager and Information Technology Manager. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:041

**Adjournment:**

**Mr. Streb moved and Mrs. Beinlich seconded** to adjourn the regular meeting at 5:40 p.m. Ayes: Mrs. Beinlich, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2021:042

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Megan Pellegrino, President

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Bryan Harris, Secretary