

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, September 20, 2021, at the Library. Mrs. Pellegrino called the meeting to order at 4:30 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, Rick Wilttrout, and Stephanie Shaffer.

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 September 20, 2021. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2021:061

Mrs. Pellegrino asked if there were any corrections to the minutes presented from the August 16, 2021 regular meeting. There were none.

Mr. Griffith moved and Mrs. Mallamaci seconded to approve the minutes of the August 16, 2021 regular meeting. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

2021:062

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for August 2021 (copies attached), along with her Fiscal Officer's report (attached). The cash balance in all funds at the end of August was \$3,009,909. In August, month to date and year to date revenues in all funds were \$121,312 and \$1,891,576 respectively. In August, month to date and year to date expenses for all funds were \$169,492 and \$1,252,325 respectively. Mrs. Boggs presented the investment reports and the lists of checks written for the month of August. 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 August.

Memorial & Gift Fund –

- North Canton Rotary donated \$500 to sponsor Camp What If
- Memorial donations for Margaret Robb
 - \$250 from Robert and Ellen Hoffman
 - \$30 from Deborah Carpenter
 - \$20 from Judy Knight

- \$100 from Paul and Colleen Severyn
- \$25 from Terri Pollock

Mr. Fatzinger moved and Mrs. Mallamaci 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. 2021:063

Report of the Director:

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

Mrs. Legg also reported on the North Canton City School Building project on Charlotte and the library's parking situation. The North Canton Library Association is working on securing the last of their property purchases along Portage.

Committee Reports:

Art:

The upcoming exhibit is Stephen King which runs for the month of October, 2021. The library will also have dress up days, book clubs, trivia at The Howlin Bird and other activities that relate to Stephen King.

Budget & Finance

Mrs. Boggs reported on the August 16, 2021 Committee Meeting minutes. Due to the State Library of Ohio vote to approve the \$100,000 ARPA Grant, the Library will purchase an Outreach vehicle. The vehicle will be custom made, wrapped with the library's logo, and utilized at various programs and locations to increase our visibility within North Canton.

Mr. Griffith moved and Mrs. Mallamaci seconded to establish Special Revenue Fund #2802 (Coronavirus Relief Fund) and to establish an appropriation for Capital Outlay in the amount of \$100,000. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:064

Mr. Fatzinger moved and Mr. Streb seconded to amend the 2021 Permanent Appropriation for the Memorial & Gift Fund, as attached. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:065

Building:

Mrs. Legg reported that the humidity level in the Art Storage room is better but still a little high. She continues to work with PTA and Standard for resolution.

Negotiating: none

Nominating: none

Personnel:

Mr. Streb moved and Mr. Griffith seconded to accept the following personnel changes: 2021:066

- Hire William Shumaker as a variable part-time Page, effective 9/7/21, at an hourly rate of \$8.80.
- Change the status of Emily Hayward, Clerk, from variable part-time to regular part-time, effective 9/5/21, with no change in hourly pay rate.

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

Strategic Planning:

The committee will meet on October 5, 2021 at 4:30 p.m.

Records Retention: none

Communications:

The North Canton Cares Pantry sent a thank you letter of appreciation to the Board of Trustees of the North Canton Public Library for their support.

Old Business: none

New Business:

Mr. Streb moved and Mr. Griffith seconded to approve the attached Notary Services Policy. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:067

Mrs. Mallamaci moved and Mr. Streb seconded to close the Library on Monday, November 8, 2021, to hold a staff day. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:068

Staff Presentation:

Mr. Rick Wilttrout, Information Technology Manager, provided an introduction.

Public Presentation: none

Next Meeting:

The next regular meeting of the North Canton Public Library Board of Trustees is scheduled to be Monday, October 18, at 4:30 p.m.

Adjournment:

Mr. Griffith moved and Mrs. Mallamaci seconded to adjourn the regular meeting at 5:06 p.m. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. 2021:069

Megan Pellegrino, President

Bryan Harris, Secretary