

The Board of Trustees of the North Canton Public Library held a Records Commission Meeting on Monday, March 21, 2022, at the Library. Mrs. Beinlich called the meeting to order at 4:36 p.m., with the following members present: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, and Mrs. Pellegrino. Absent: Mrs. Mallamaci and Mr. Streb. Staff present: Andrea Legg, Kelly Boggs, Christina Weyrick and Stephanie Shaffer

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 4:37 p.m.

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, March 21, 2022, at the Library. Mrs. Beinlich called the meeting to order at 4:37 p.m. with the following members present: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, and Mrs. Pellegrino. Mr. Streb arrived at 4:45 p.m. Absent: Mrs. Mallamaci. Staff: Andrea Legg, Kelly Boggs, Christina Weyrick and Stephanie Shaffer.

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

Mrs. Pellegrino moved and Mr. Fatzinger seconded to approve the agenda as presented. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, and Mrs. Pellegrino.

2022:013

Mrs. Beinlich asked if there were any corrections to the minutes presented from the January 17, 2022 Organizational & Regular meetings. There were none.

Mr. Griffith moved and Mr. Fatzinger seconded to approve the minutes of the January 17, 2022 Organizational & Regular meetings. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, and Mrs. Pellegrino.

2022:014

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for January and February, 2022 (copies attached). The cash balance in all funds at the end of February was \$3,140,116. In January, month to date revenues in all funds were \$162,254. In January month to date expenses for all funds were \$171,442. In February, month to date and year to date revenues in all funds were \$287,159 and \$449, 411 respectively. In February, month to date and year to date expenses for all funds were \$208,346 and \$379,786 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 2022.

Memorial & Gift Fund –

- Arts in Stark - \$200 for prior year grant
- Doreen St. John - \$670 for gallery use
- Friends of the Library - \$8,000 for 2022 programming and special periodicals

Lazich Trust Fund –

- Semiannual investment proceeds of \$5,793.99 from the Lazich Trust

Permanent Improvement Fund –

- Investment proceeds of \$6,906.70 from North Canton Library Association

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

2022:015

Report of the Director:

Mrs. Legg reported on the Statistics for January and February 2022, along with her Director's report (attached).

Mrs. Legg advised that ServPro will address the ceiling mold in the Patron Services back office area. Additionally, Mrs. Legg will review expanding library hours to Sunday.

Committee Reports:

Art:

The current show is Art from the Classroom, High School, which will run through March 27, 2022.

The upcoming show is the 79th Annual May Show which will run from May 1, 2022 through June 4, 2022. The opening reception will be held May 1 from 5:30 to 7:00 p.m.

Mr. Fatzinger moved and Mr. Griffith seconded to permit the Friends of the Little Art Gallery to hold a private reception and serve alcohol, at no charge to the guests, for the May Show opening on May 1, 2022 from 5:30 to 7:00 p.m., in accordance with the legal

2022:016

opinion previously provided by the Stark County Prosecutor. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

Building:

Mrs. Legg provided an update on temperature issue resolution as she continues to work with PTA Engineering and Johnson Controls. The radiant panels appear to be causing temperature issues in the top floor offices.

Budget & Finance:

Mr. Griffith moved and Mr. Fatzinger seconded to amend the 2022 Permanent Appropriation, as attached. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2022:017

Personnel:

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

2022:018

- Hire Michael Souza as a full-time Librarian, effective February 7, 2022, at an hourly rate of \$16.00.
- Hire Kurtis Drotleff as a full-time Librarian, effective February 22, 2022, at an hourly rate of \$15.26.

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

Strategic Planning:

Mrs. Pellegrino reported on responses to the recent survey sent out to the community. These are items of interest and/or concern: Parking, Sunday hours, the back door is not in use, and better snow removal. Overall, there were many positive comments from the community.

The Board Retreat is scheduled for Wednesday, March 30, from 4:00 – 8:00 p.m.

Nominating: none

Negotiating: none

Records Retention:

Mr. Griffith moved and Mr. Fatzinger seconded to approve the attached Certificate of Records Disposal for Records Not Requiring Form RC-3. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2022:019

Communications: none

Old Business: none

New Business:

Collection Development Policy: Mrs. Pellegrino recommended striking out “always” in the phrase: “always welcome monetary gifts”. For the section, Controversial Materials, the final responsibility for materials removal will reside with the Board.

Mr. Streb moved and Mrs. Pellegrino seconded to approve the attached Collection Development Policy with said changes of Andrea. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2022:020

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 18, 2022 at 4:30 p.m.

Executive Session:

Mr. Griffith moved and Mr. Fatzinger seconded to adjourn to executive session at p.m. to consider the following:

2022:021

- preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment
- the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

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

Returned to regular session at 5:52 p.m.

Resolutions following Executive Session:

Mr. Griffith moved and Mrs. Pellegrino seconded to approve the attached Memorandum of Understanding between North Canton Public Library and OAPSE Local 15. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2022:022

Mrs. Pellegrino moved and Mr. Streb seconded to approve the attached Fiscal Services Agreement with Christina Davies. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2022:023

Adjournment:

Mr. Harris moved and Mrs. Pellegrino seconded to adjourn the regular meeting at 5:53 p.m. Ayes: Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

2022:024

Nancy Beinlich, President

Daniel Griffith, Secretary