

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, August 21, 2023, at the Library. Mr. Harris called the meeting to order at 4:33 p.m. with the following members present: Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb. Absent: Mrs. Beinlich. Staff: Andrea Legg, Kelly Boggs, Kayla Moles, and Christina Weyrick. Trustee-Elect: Mrs. Lori Cochenour.

Approval of Agenda:

Mr. Harris 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 as presented.

2023:063

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

Approval of Minutes:

Mr. Harris asked if there were any corrections to the minutes presented from the July 17, 2023 meeting. There were none.

Mrs. Mallamaci moved and Mrs. Pellegrino seconded to approve the minutes of the July 17, 2023 meeting.

2023:064

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

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for June 2023 (copies attached) along with her Fiscal Officer's report (attached). **The cash balance in all funds at the end of the month** was \$4,075,277. Monthly revenues for all funds were \$565,068, with total year-to-date revenues of \$2,136,330. Monthly expenses for all funds were \$219,637, with total year-to-date expenses of \$1,511,260. Mrs. Boggs presented the investment reports and the lists of checks written for the month. 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/grants were received during July 2023.

Memorial & Gift Fund -

- Guiding Ohio Grant - \$6,836 received from the State of Ohio and \$1,113.50 from Canal Fulton Public Library for local match funds
- Commercial Savings Bank donated \$500 for sponsorship of the Summer Series concerts

Lazich Trust Fund -

- \$5,852.78 was received in semiannual investment proceeds from the trust

Coronavirus Relief Fund -

- Summer Learning Opportunity Grant -\$2,794.68 was received from State of Ohio

Permanent Improvement Fund -

- \$49,693.05 was received in semiannual investment proceeds from the North Canton Library Association

Mrs. Pellegrino moved and Mrs. Mallamaci seconded to accept the gifts/grants listed above with much appreciation.

2023:065

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

Report of the Director:

Mrs. Legg reported on the Statistics for July 2023, along with her Director's report (attached). The statistics continue to show good growth, especially in digital checkouts and programming. Programs are mostly back to in-person. Summer reading was a success, seeing program attendance numbers just shy of all-time participant high. The Library was featured in two publications: "Creative Partnerships for Maximum Benefit" in the *Ohio Parks and Recreation Association* magazine, and "Rising Stars: Meet Christina Weyrick" in *Voyage Ohio* magazine.

Committee Reports:

Art:

Upcoming Show – Many Visual Voices of Canton Artists League, 9/7/23 – 11/5/23; opening reception September 7 from 5:30 to 7:00 p.m.

Budget & Finance:

Minutes from the Budget & Finance Committee meeting on August 1, 2023 were accepted.

Mr. Fatzinger moved and Mrs. Mallamaci seconded to approve the 2024 Tax Budget as presented. 2023:066

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

Mr. Fatzinger moved and Mr. Streb seconded to approve the advance of \$53,000 from the General Fund to Fund 2803, Coronavirus Relief, due to a delay in receiving grant funds as presented. 2023:067

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

Building:

Mrs. Legg gave an update on the renovation project, including a color palette from Library Design and quotes for lighting and painting. Most of the work on the lower level should be completed by year-end.

Personnel:

none

Strategic Planning:

none

Nominating:

Minutes from the Nominating Committee meeting on July 17, 2023 were accepted.

Jude Streb, Notary, administered the oath of office to newly appointed Trustee, Lori Cochenour.

"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."

Mrs. Pellegrino moved and Mr. Fatzinger seconded to nominate Mrs. Mallamaci as Secretary of the Board of Trustees for the remainder of 2023.

2023:068

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

Jude Streb, Notary, administered the oath of office to newly appointed Secretary, Sarah Mallamaci.

"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."**

The new Board Committee Assignments were appointed, as follows:

Art: Mrs. Mallamaci*, Mrs. Pellegrino

Budget & Finance: Mr. Fatzinger *, Mrs. Cochenour, Mrs. Pellegrino

Building: Mr. Harris*, Mr. Streb, Mrs. Mallamaci, Mr. Fatzinger

Negotiating: Mr. Streb*, Mrs. Cochenour

Nominating: Mr. Fatzinger*, Mrs. Pellegrino, Mrs. Mallamaci

Personnel: Mrs. Pellegrino*, Mrs. Cochenour, Mr. Fatzinger

Records Retention: All Board members and Fiscal Officer

Strategic Planning: Mr. Harris*, Mrs. Cochenour, Mrs. Pellegrino, Mr. Streb

Negotiating:

none

Records Retention:

none

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 will be held Monday, September 18, 2023 at 4:30 p.m. at the library.

Executive Session:

Mr. Streb moved and Mr. Fatzinger seconded to adjourn to executive session at 5:07 p.m. 2023:069
for the following reasons: to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official.
Roll Call Vote: Mrs. Beinlich, absent; Mrs. Cochenour, Yes; Mr. Fatzinger, Yes; Mr. Harris, Yes; Mrs. Mallamaci, Yes; Mrs. Pellegrino, Yes; and Mr. Streb, Yes.

The meeting returned to **regular session** at 5:27 p.m.

Mrs. Mallamaci moved and Mr. Fatzinger seconded to approve new salary amounts for management employees, effective July 9, 2023, as recommended by the Personnel Committee, as follows: 2023:070

Kelly Boggs	Fiscal Officer	75,993
Andrea Legg	Director	95,705
Melissa Littell Library	Services Manager	62,315
Jamie Macris	Children's Manager	55,896
Nancy Myers	Head of Circulation	47,297
Christina Weyrick	Community Relations Manager	56,428
Richard Wiltrout	Information Technology Manager	58,916

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

Mrs. Pellegrino moved and Mr. Streb seconded to approve bonuses for the calendar year 2023 to be paid to the Director and the Fiscal Officer in the following amounts, based upon the recommendation of the Personnel Committee: 2023:071

- Andrea Legg, Director, \$1,500
- Kelly Boggs, Fiscal Officer, \$1,500

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

Mr. Fatzinger moved and Mr. Streb seconded to approve creation of a bonus pool in the amount of \$7,500 for the calendar year 2023 to be distributed among the management employees, excluding the Director and Fiscal Officer. Distribution is to be determined by the Director based on employee performance evaluation scores. 2023:072

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

Adjournment:

Mr. Fatzinger moved and Mr. Streb seconded to adjourn the meeting at 5:29 p.m. 2023:073
Ayes: Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, Mrs. Mallamaci, Mrs. Pellegrino and Mr. Streb.

Nancy Beinlich, President

Sarah Mallamaci, Secretary