

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, November 20, 2023, at the Library. Mrs. Beinlich called the meeting to order at 4:31 p.m. with the following members present: Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino, and Mr. Streb. Absent: Mr. Harris and Mrs. Mallamaci. Staff: Andrea Legg, Kelly Boggs, Kayla Moles, and Jamie Macris.

Approval of Agenda:

Mrs. Beinlich 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. 2023:090
Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Approval of Minutes:

Mrs. Beinlich asked if there were any corrections to the minutes presented from the October 16, 2023 Regular Board meeting, and the October 30, 2023 Special Board meeting. There were none.

Mrs. Pellegrino moved and Mr. Fatzinger seconded to approve the minutes of the 2023:091
October 16, 2023 Regular Board meeting, and the October 30, 2023 Special Board meeting.
Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for October 2023 (copies attached) along with her Fiscal Officer's report (attached). The cash balance in all funds at the end of the month was \$3,950,861. Monthly revenues for all funds were \$209,575, with total year-to-date revenues of \$2,773,536. Monthly expenses for all funds were \$252,107, with total year-to-date expenses of \$2,272,882. 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 October 2023.

Memorial & Gift Fund –

- Guiding Ohio Online Grant - \$6,836 from the State of Ohio and \$1,083.13 from Canal Fulton Public Library in local match funds

Mr. Streb moved and Mrs. Fatzinger seconded to accept the gifts/grants listed above 2023:092
with much appreciation.

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Report of the Director:

Mrs. Legg reported on the Statistics for October 2023, along with her Director's report (attached). The statistics continue to show growth in digital checkouts and programming; Mrs. Legg noted record-high program attendance numbers with regard to the children's programming and congratulated the Children's department for a job well-done. Mrs. Legg shared additional programs that brought in high attendance numbers and expressed her gratitude for everyone's hard work.

Committee Reports:

Art:

Mrs. Pellegrino reported on the following:

- Current Show - Calculated Curiosities featuring Marjorie Lutes and Pat Mather Waltz, through 1/14/24

Budget & Finance:

Mr. Fatzinger presented the budget & finance committee's recommendations to the board from the committee meeting that was held on Monday, November 13, 2023 to approve the following:

- Revised Credit and Store Charge Cards Policy;
- Depository agreement for the period commencing 11/20/23 and ending 4/30/26 and the Commercial Card Resolution with Huntington Bank;
- Amend the 2023 Permanent Appropriation and approve an Interfund Transfer of \$300,000 from the General Fund to the Permanent Improvement Fund; and
- Amend the 2024 Permanent Appropriation

Mr. Fatzinger moved and Mr. Streb seconded to approve the revised Credit and Store Charge Cards Policy as attached. 2023:093

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Mrs. Pellegrino moved and Mr. Fatzinger seconded to approve the depository agreement for the period commencing 11/20/23 and ending 4/30/26 and the Commercial Card Resolution with Huntington Bank as attached. 2023:094

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Mr. Streb moved and Mrs. Cochenour seconded to amend the 2023 Permanent Appropriation, as attached, and to approve an Interfund Transfer of \$300,000 from the General Fund to the Permanent Improvement Fund. 2023:095

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Mrs. Pellegrino moved and Mr. Fatzinger seconded to approve the 2024 Permanent Appropriation as attached. 2023:096

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Building:

none

Nominating:

Mr. Fatzinger confirmed the reappointment of Jude Streb for the term beginning January 1, 2024 and ending December 31, 2030 as approved by the North Canton City School Board at their Special Meeting held on October 23, 2023.

Negotiating:

none

Personnel:

Mrs. Pellegrino gave an update on the following staff changes: hire Jaye Murphy, Page, effective 10/30/23; hire Sarah Champlin, Clerk, effective 11/01/23; hire Luke Nicodemo, Page, effective 11/13/23.

Mr. Fatzinger moved and Mrs. Cochenour seconded to hire the following employees: 2023:097

- Jaye Murphy, variable part-time Page, effective 10/30/23 at an hourly rate of \$10.10
- Sarah Champlin, variable part-time Clerk, effective 11/1/23, at an hourly rate of \$10.81
- Luke Nicodemo, variable part-time Page, effective 11/13/23, at an hourly rate of \$10.10

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Records Retention:

none

Strategic Planning:

none

Communications:

none

Old Business:

Mrs. Legg presented the revised Collection Development Policy, which the Board discussed and made minor amendments to.

Mrs. Pellegrino moved and Mrs. Cochenour seconded to approve the Collection Development Policy as amended. 2023:098

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

New Business:

Mrs. Legg presented information on the current approved closed dates for the 2023 holiday season, and discussed the option of whether to close the Library on Sunday, December 31, 2023 due to that being a Sunday. Mrs. Legg presented some statistics on how many patrons tend to visit the Library on Sundays, and how closing the Library may affect the part-time staff who are typically scheduled.

Mrs. Pellegrino moved and Mr. Fatzinger seconded to close the library on Sunday, December 31, 2023, as an unpaid holiday. 2023:099

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

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, December 18, 2023 at 4:30 p.m. at the library.

Adjournment:

Mrs. Pellegrino moved and Mr. Streb seconded to adjourn the meeting at 5:22 p.m. 2023:100

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mrs. Pellegrino and Mr. Streb.

Nancy Beinlich, President

Sarah Mallamaci, Secretary