

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, December 18, 2023, at the Library. Mrs. Beinlich called the meeting to order at 4:31 p.m. with the following members present: Mrs. Beinlich, Mrs. Cochenour, Mr. Harris, Mrs. Pellegrino, and Mr. Streb. Mr. Fatzinger arrived at 4:37pm. Absent: Mrs. Mallamaci. Staff: Andrea Legg, Kelly Boggs, Kayla Moles, and Christina Weyrick. Public: Jessica Conley.

Approval of Agenda:

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

Mrs. Pellegrino moved and Mr. Harris seconded to approve the agenda as presented. 2023:101
Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

Approval of Minutes:

Mrs. Beinlich asked if there were any corrections to the minutes presented from the November 20, 2023 Regular Board meeting. There were none.

Mr. Streb moved and Mrs. Cochenour seconded to approve the minutes of the 2023:102
November 20, 2023 Regular Board meeting.
Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for November 2023 (copies attached) along with her Fiscal Officer's report (attached). The cash balance in all funds at the end of the month was \$3,775,171. Monthly revenues for all funds were \$170,054, with total year-to-date revenues of \$2,943,589. Monthly expenses for all funds were \$345,744, with total year-to-date expenses of \$2,618,625. 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 November 2023.

Memorial & Gift Fund –

- Friends of the Library donated \$223 for book labels
- North Canton City donated \$3,500 for sponsorship of the Winterfest event

Mrs. Pellegrino moved and Mr. Streb seconded to accept the gifts/grants listed above 2023:103
with much appreciation.
Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Harris, Mrs. Pellegrino and Mr. Streb.

Report of the Director:

Mrs. Legg reported on the Statistics for November 2023, along with her Director's report (attached). The statistics continue to show growth in digital checkouts and program attendance, with new cardholders and physical material checkouts not being as high. Mrs. Legg gave the statistics for the Black Friday Fine Forgiveness Event, which allows patrons to get up to \$25.00 of late fees forgiven from their library cards, and congratulated several of our staff for excellent work with some very successful programs this month including the Make It Merry event, and the coordination of the annual Winterfest event. Mrs. Legg also gave brief updates on the recent library renovations and the parking lot plans.

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:

none

Building:

none

Nominating:

none

Negotiating:

none

Personnel:

none

Records Retention:

none

Strategic Planning:

none

Communications:

none

Old Business:

none

New Business:

Mrs. Legg presented information on the recent passing of Issue 2 which now legalizes the use of recreational marijuana in the state of Ohio, and discussed how that will affect the current Drug Free Environment and Substance Abuse Policies of the North Canton Public Library. In their current form, the policies only talk to the use of alcohol and illegal drugs. It was discussed to update the verbiage in the policies to state alcohol, marijuana, and illegal drugs which will ensure that the use of marijuana is still prohibited under these policies.

Mr. Fatzinger moved and Mr. Streb seconded to approve the revised Drug Free Environment and Substance Abuse policies, as attached. 2023:104

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

Staff Presentation:

Ms. Conley shared her practicum presentation and discussed the work she completed during her internship here at the North Canton Public Library. Ms. Conley discussed the ways she helped to organize and grow the maker offerings at the Library.

Public Presentation:

none

Next Meeting:

Since the 2024 meeting schedule is not yet approved, there was a need to set the date for the 2024 Organizational and Regular Board meetings in January.

Mr. Fatzinger moved and Mr. Harris seconded to schedule the 2024 Organization and January Regular Board Meetings for Monday, January 15, 2024 at 4:30pm. 2023:105

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

Executive Session:

Mr. Streb moved and Mr. Fatzinger seconded to adjourn to executive session at 5:11 p.m. for the following reasons to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official. 2023:106

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

The meeting returned to **regular session** at 5:24 p.m.

Resolution following Executive Session:

Mrs. Pellegrino moved and Mr. Streb seconded to approve the revised Librarian Job Description, as attached. 2023:107

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

Adjournment:

Mr. Streb moved and Mr. Fatzinger seconded to adjourn the meeting at 5:26 p.m. 2023:108

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

Nancy Beinlich, President

Sarah Mallamaci, Secretary