

Regular Board Meeting:

The Board of Trustees of the North Canton Public Library held a Regular Board Meeting on Monday, June 17, 2024 at the Library. Mr. Harris called the meeting to order at 4:31 p.m. with the following members present: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, and Mr. Harris. Mrs. Pellegrino and Mr. Streb both arrived at 4:32 p.m. Absent: Mrs. Mallamaci. Staff: Andrea Legg, Kelly Boggs, Kayla Moles, and Christina Weyrick.

Approval of Agenda:

Mr. Harris asked if there were any changes to the meeting agenda as presented. There were none.

Mr. Fatzinger moved and Mrs. Beinlich seconded to approve the agenda as presented.

2024:035

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

Approval of Minutes:

Mr. Harris asked if there were any corrections to the minutes presented from the May 20, 2024 regular meeting, and the June 10, 2024 Special Meeting. There were none.

Mrs. Beinlich moved and Mr. Fatzinger seconded to approve the minutes of the May 20, 2024 regular meeting, and the June 10, 2024 Special Meeting.

2024:036

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

Report of the Fiscal Officer:

Mrs. Boggs reviewed the Fiscal Officer's report for the month of May (attached). The cash balance in all funds at the end of the month was \$3,883,610. May's monthly revenues for all funds were \$214,094, and total annual revenues for all funds were \$1,310,584. Monthly expenses for all funds were \$274,866 and total year-to-date expenses for all funds were \$1,138,742. 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). Mrs. Boggs presented information on the PLF distribution for May.

GIFTS - Mrs. Boggs reported the following gifts were received during the month of April 2024.

Memorial & Gift Fund –

- Stark Tuscarawas Wayne Joint Solid Waste Management District gave \$1,385 in reimbursing grant funds for the Earth Day Event
- Penny Gembarosky donated \$50 in appreciation for all the library's services

Mrs. Pellegrino moved and Mrs. Cochenour seconded to accept the gifts listed above with much appreciation.

2024:037

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

Report of the Director:

Mrs. Legg reported on the Statistics for May, along with her Director's report (attached). Visits to the library and checkouts of digital materials continue to show consistent growth. Program attendance numbers reflect the senior programming and children's programming numbers on top of all the other fantastic programming happening throughout the Library. Mrs. Legg reported that Passport application revenues brought in \$2,185.94 for the month, for a total year-to-date of \$14,703.63.

Committee Reports:

Art: Mrs. Legg reported that the current show is the 81st Annual May Show continuing through 6/29/2024. The next show is Subconscious Communication featuring Christopher Duncan; July 11 through August 31. The opening reception will be July 11 from 5:30 p.m. to 7:00 p.m.

Building:

Mrs. Legg presented a proposal from Adams Signs out of Massillon. The quote included the cost of the purchase and installation of a digital sign to be placed on the front lawn of the Library. The Board reviewed the design produced by Adams Signs and discussed other aesthetic elements from the list of sample signs Mrs. Legg produced. Mrs. Legg will continue to work on the design of the sign and will present the Board with a revised proof and quote at the July meeting for consideration.

Mrs. Legg also presented the Board with a sample copy of American Institute of Architects (AIA) Document B133-2019, frequently used in conjunction with a design RFO, and asked the Board to consider retaining a construction attorney to assist with the drafting of the document in the initial stages of the Library's upcoming renovation project.

Budget & Finance:

Mrs. Boggs presented a request to amend the 2024 Permanent Appropriation to assist The Little Art Gallery in purchasing programming materials as attached. 2024:038

Mr. Fatzinger moved and Mr. Streb seconded to amend the 2024 Permanent Appropriation as attached.

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

Personnel:

Mrs. Legg gave an update on the following staff changes: New Hire (5/28/24) & Resignation (6/3/24) of Amelia Pier, Library Associate. Hire of Tamie Eynon, Clerk, 6/11/24.

Mr. Fatzinger moved and Mrs. Mallamaci seconded to make the following personnel changes: 2024:039

- Hire Amelia Pier as a regular part-time Library Associate, effective May 28, 2024, at an hourly rate of \$14.75, and also accept her resignation effective June 3, 2024
- Hire Tamie Eynon, variable part-time Clerk effective June 11, 2024, at an hourly rate of \$10.81.

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

Nominating:

None

Negotiating:

None

Records Retention:

None

Strategic Planning:

None

Communications:

None

Old Business:

None

New Business:

Mr. Streb moved and Mrs. Beinlich seconded to approve the renewal of the Ohio Plan property/liability insurance package for the period of July 1, 2024 through June 30, 2025, at a cost of \$16,057. 2024:040

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, 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 is scheduled to be Monday, July 15, at 4:30 p.m.

Executive Session:

Mr. Streb moved and Mrs. Beinlich seconded to adjourn to executive session at 5:11 p.m. for the following reasons: preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. 2024:041

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

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

Adjournment:

Mrs. Pellegrino moved and Mrs. Cochenour seconded to adjourn the regular meeting at 5:25 2024:042 p.m.

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

Bryan Harris, President

Lori Cochenour, Secretary