

The Board of Trustees of the North Canton Public Library held a regular meeting on Monday, July 18, 2016, at the Library. Mr. Streb called the meeting to order at 4:35 p.m., with the following members present: Mr. Fatzinger, Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb. Absent: Mrs. Baxter and Mrs. Pellegrino. Staff: Sandra Lang, Kelly Boggs, Terri Mayer and Carolyn McBee.

Mr. Streb asked if there were any changes or additions to the agenda. There were none.

**Mr. Fatzinger moved and Dr. Roden seconded** to approve the agenda, as presented, for the regular meeting of the Board of Trustees on July 18, 2016. Ayes: Mr. Fatzinger, Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb.

2016:038

Mr. Streb asked if there were any corrections to the minutes presented from the June 20, 2016, meeting. There were none.

**Dr. Roden moved and Mr. Fatzinger seconded** to approve the minutes of the June 20, 2016 meeting. Ayes: Mr. Fatzinger, Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb.

2016:039

#### **Report of the Fiscal Officer:**

Mrs. Boggs reviewed the financial reports for June, 2016 (copies attached). The cash balance in all funds at the end of June was about \$2,166,200.00. The unencumbered appropriation balance in all funds at the end of June was about \$1,212,000.00. In June, month to date and year to date revenues in all funds were about \$122,500.00 and \$1,135,200.00, respectively. In June, month to date and year to date expenses for all funds were about \$147,300.00 and \$1,067,100.00, respectively. Mrs. Boggs presented the investment report for June and the list of checks written for the month of June. The Fiscal Officer's reports for June, 2016 were accepted as presented to be filed for audit.

Mrs. Boggs presented the 2016 Public Library Fund reports (copy attached).

GIFTS – Mrs. Boggs reported the gifts received for the month of June, 2016.

#### General Fund – N/A

#### Memorial & Gift Fund

On June 8, 2016, the Friends of the Little Art Gallery donated \$170.96, for the purchase of gallery supplies.

On June 10, 2016, Natividad Lopez-Ortiz donated \$55.00 from her art gallery sales, to be used for gallery needs.

On June 14, 2016, Premier Bank donated \$1,000.00 for sponsorship of Family Film Fridays.

Permanent Improvement Fund – N/A

Capital Art Fund – N/A

**Mr. Fatzinger moved and Dr. Roden seconded** to accept the gifts as listed with much appreciation. Ayes: Mr. Fatzinger, Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb. 2016:040

### **Report of the Director:**

Mrs. Lang reported on the Statistics for June, 2016, along with her Director's report (attached).

Mrs. Lang reported that over 1,400 children and 249 adults have signed up for summer reading programs.

Mrs. Lang reported the family that was considering donating a Brauder painting to the library has now confirmed that they will sign over the painting to be acquisitioned into our Permanent Collection. The acquisition will take place in accordance with procedures as discussed in previous committee and board meetings.

### **Committee Reports:**

Building – Mrs. Lang reported that Studio Techne held meetings with staff in June and we have not had any response as of this date.

Art – The current show, running through August 21, 2016, is "Rummage" featuring artists Kat Francis and Steve Ehret.

The upcoming show is "Theatre of the Mind" featuring artists John B. Alexander and Rob Gallik, running September 1 through October 2, 2016. The opening reception will be September 1, 2016, from 5:30 to 7:30 p.m.

Mr. Smetana remarked on the shows and encouraged attendance at the opening receptions.

Mrs. Lang reported that an individual wanted to donate a Clyde Singer painting. Information about the painting is attached.

**Mr. Smetana moved and Dr. Roden seconded** to accept the donation from Dr. Gene Gilbert of the Clyde Singer painting Eternal Idler for acquisition to the Permanent Collection of the North Canton Public Library's Little Art Gallery. Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb. 2016:041

Budget & Finance – A joint committee meeting (with the personnel committee) was held on July 5, 2016. Minutes from that meeting are attached.

Mrs. Boggs presented the 2017 Alternative Tax Budget (copy attached) to the Board for approval. Mrs. Boggs also recommended that the Board consider a depository agreement with First Merit Bank.

**Mr. Font moved and Mr. Fatzinger seconded** to approve the 2017 Alternative Tax Budget, as attached. Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb. 2016:042

**Mr. Fatzinger moved and Dr. Roden seconded** to approve a depository agreement for active, interim and inactive funds for the period August 23, 2016 through August 23, 2021, with First Merit Bank. Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb. 2016:043

Personnel – Mr. Streb announced the hiring of Amber Forrer, Page.

**Mr. Fatzinger moved and Mr. Fonte seconded** to approve the hiring of Amber Forrer, Page, effective June 28, 2016, at an hourly rate of \$8.10. Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb. 2016:044

Mrs. Boggs presented a Memorandum of Agreement with OAPSE Local No. 15 (copy attached) for the Board's approval.

**Dr. Roden moved and Mr. Fatzinger seconded** to approve the attached Memorandum of Agreement with OAPSE Local No. 15. Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb. 2016:045

Mrs. Boggs reported necessary corrections to two employee's vacation hours and accrual rates.

**Mr. Fatzinger moved and Mr. Smetana seconded** to correct vacation hours and accrual rates for two employees as follows: 2016:046

Award 40 additional vacation hours to Christina Weyrick

Award 120 additional vacation hours to Carrie Hayes and change her current vacation accrual rate per paid hour from .076875 to .096125.

Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb.

The Board adjourned to executive session.

**Dr. Roden moved and Mr. Fatzinger seconded** to adjourn to executive session at 5:11 p.m. to consider the compensation of public employees or officials. 2016:047

|                 |               |     |
|-----------------|---------------|-----|
| Roll Call Vote: | Mr. Fatzinger | Aye |
|                 | Mr. Fonte     | Aye |
|                 | Dr. Roden     | Aye |
|                 | Mr. Smetana   | Aye |
|                 | Mr. Streb     | Aye |

**Dr. Roden moved and Mr. Fatzinger seconded** to return to regular session at 5:24 p.m. Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb. 2016:048

**Mr. Fonte moved and Dr. Roden seconded** to approve new salary and wage amounts for management employees, effective July 3, 2016, as recommended by Director Sandra Lang and the Personnel Committee, as follows: 2016:049

**Annual Salary:**

|              |                      |          |
|--------------|----------------------|----------|
| Carrie Hayes | System Administrator | \$48,240 |
|--------------|----------------------|----------|

**Hourly Wage:**

|                   |                             |          |
|-------------------|-----------------------------|----------|
| Keri Burick       | Outreach Services Manager   | \$ 21.59 |
| Jamie Macris      | Children's Manager          | 20.76    |
| Teresa Mayer      | Deputy Fiscal Officer       | 18.63    |
| Nancy Myers       | Head of Circulation         | 17.56    |
| Anne Weissfeld    | Technical Services Manager  | 22.56    |
| Christina Weyrick | Community Relations Manager | 20.96    |

And to approve new salary amounts for the Fiscal Officer and Director, effective July 3, 2016, as recommended by the Personnel Committee, as follows:

|             |                |          |
|-------------|----------------|----------|
| Sandra Lang | Director       | \$79,484 |
| Kelly Boggs | Fiscal Officer | 58,700   |

Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb.

Strategic Planning – N/A

Nominating – N/A

Negotiating – N/A

Records Retention – N/A

By-Laws Ad Hoc – N/A

**Communications:**

**Old Business:**

**New Business:**

**Staff Presentation:**

**Next Meeting:**

The next regular meeting of the North Canton Public Library Board of Trustees is scheduled to be Monday, September 19, 2016, at 4:30 p.m.

**Adjournment:**

The meeting was adjourned at 5:32 p.m.

**Mr. Fonte moved and Mr. Fatzinger seconded** to adjourn the regular meeting at 5:32 p.m. Ayes: Mr. Fatzinger Mr. Fonte, Dr. Roden, Mr. Smetana and Mr. Streb.

2016:050

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Jude Streb, President

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Megan Pellegrino, Secretary