

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, July 16, 2018, at the Library. Mrs. Pellegrino called the meeting to order at 4:33 p.m., with the following members present: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb. Absent: Mrs. Beinlich, Mr. Fatzinger, and Mr. Harris. Staff: Sandra Lang, Kelly Boggs, Stephanie Shaffer, Keri Burick and Christina Weyrick. Guest: Ann Pukansky.

**Approval of Agenda:**

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

**Mrs. Baxter moved and Mr. Streb seconded** to approve the agenda for the regular meeting of the Board of Trustees on July 16, 2018.

2018:040

Ayes: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb.

**Minutes of Previous Meeting:**

Mrs. Pellegrino asked if there were any corrections to the minutes presented from the June 18, 2018 meeting. There were none.

**Mr. Griffith moved and Mr. Streb seconded** to approve the minutes of the June 18, 2018 meeting.

2018:041

Ayes: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb.

**Report of the Fiscal Officer:**

Mrs. Boggs reviewed the Summary of Financial Information for June 2018. The cash balance in all funds at the end of June was \$2,532,092. Monthly and year-to-date revenues in all funds were \$133,018 and \$1,208,985 respectively. Monthly and year-to-date expenses for all funds were \$158,813 and \$1,086,050 respectively. 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 also presented the audit report for the years 2016 and 2017. The audit was clean and no problems were noted.

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

### Memorial & Gift Fund

- On 6/5/18, Tom Migge donated \$40 from gallery sales.
- On 6/8/18, Peter Castillo donated \$30 for gallery use.
- On 6/18/18, Friends of the North Canton Public Library donated \$1,474 for purchase of a defibrillator.

**Mrs. Baxter moved and Mr. Streb seconded** to accept the gifts listed above with much appreciation. 2018:042

Ayes: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb.

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

Mrs. Lang reported on the Statistics for June 2018, along with her Director's report (attached).

Mrs. Lang reported that Lynda.com is now a state wide database. The library is due a \$3,500 credit for paying one year in advance. For Acorn TV, patrons can get a one-week pass and check out as many movies as they want. 456 videos were checked out within 24 passes. The advantages of Acorn TV over Overdrive are cost and unlimited check outs.

Mrs. Lang reported that there were around 200 people that attended the Medieval fair on Saturday, July 7, 2018.

### **Committee Reports:**

#### Art:

The upcoming show is Altared States by Artist Tom Wachunas. The show runs from July 19 through August 19, 2018. The Opening reception is Thursday, July 19, from 5:30 to 7:30 p.m. with music by Brian McCoy, the Hurdy Gurdy Man.

#### Building:

Mr. Streb reported that a recommendation for the company to handle the HVAC system/roofing project is tabled for the next meeting. Mr. Harris will be providing more information to the Board in preparation to vote at the next meeting.

Mrs. Lang reported on the three quotes the Library received for new bollards in the parking lot as well as repair/replacement of the south driveway trench drain. Mrs. Pellegrino advised Mrs. Lang to proceed with repairs at her discretion.

Budget & Finance: N/A

Personnel: N/A

Strategic Planning: N/A

Nominating: N/A

Negotiating: N/A

Records Retention: N/A

Communications:

Mrs. Lang reported on two letters the library received from the U.S. Environmental Protection Agency.

Old Business: N/A

New Business:

Mrs. Lang reported on interest in a staff day on September 14, 2018 for the Library. This would include training on ALICE and AED/CPR as well as a possible system upgrade.

**Mrs. Baxter moved and Mr. Streb seconded** to close the library on Friday, September 14, 2018 for a staff day.

Ayes: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb.

2018:043

Staff Presentation: N/A

Public Presentation: N/A

**Executive Session:**

**Mr. Griffith moved and Mr. Streb seconded** to adjourn to Executive Session at 5:03 p.m. for the purpose of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Roll call vote: Mrs. Baxter, yes; Mrs. Beinlich, Absent; Mr. Fatzinger, Absent; Mr. Griffith, yes; Mr. Harris, Absent; Mrs. Pellegrino, yes; and Mr. Streb, yes. 2018:044

**Mr. Griffith moved and Mr. Streb seconded** to return to regular session at 5:19 p.m. 2018:045  
Ayes: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb.

**Mr. Streb moved and Mr. Griffith seconded** to approve the attached Labor Agreement between North Canton Public Library and OAPSE Local 15 for the period of July 1, 2018 through June 30, 2021. 2018:046  
Ayes: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb.

**Mrs. Baxter moved and Mr. Griffith seconded** to add Mother's Day to the Library's list of annual closed days (not a paid holiday). 2018:047  
Ayes: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb.

**Next Meeting:**

The next meeting of the North Canton Public Library Board of Trustees is scheduled to be August 20, 2018 at 4:30 p.m.

**Adjournment:**

**Mr. Streb moved and Mrs. Baxter seconded** to adjourn the regular meeting at 5:23 p.m. 2018:048  
Ayes: Mrs. Baxter, Mr. Griffith, Mrs. Pellegrino and Mr. Streb.

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Megan Pellegrino, Vice President

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Julie Baxter, Secretary