

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, December 17, 2018, at the Library. Mr. Fatzinger called the meeting to order at 4:35 p.m., with the following members present: Mrs. Baxter, Mrs. Beinlich, Mr. Fatzinger, Mr. Griffith, Mr. Harris, Mrs. Pellegrino and Mr. Streb. Staff: Sandra Lang, Kelly Boggs, Stephanie Shaffer and Christina Weyrick.

Approval of Agenda:

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

Mr. Streb moved and Mr. Griffith seconded to approve the agenda for the regular meeting of the Board of Trustees on December 17, 2018.

2018:084

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

Minutes of Previous Meeting:

Mr. Fatzinger asked if there were any corrections to the minutes presented from the November 19, 2018 meeting. There were none.

Mrs. Beinlich moved and Mrs. Pellegrino seconded to approve the minutes of the November 19, 2018 regular meeting.

2018:085

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

Report of the Fiscal Officer:

Mrs. Boggs reviewed the Summary of Financial Information for November 2018. The cash balance in all funds at the end of November was \$2,680,340. Monthly and year-to-date revenues in all funds were \$174,850 and \$2,269,780 respectively. Monthly and year-to-date expenses for all funds were \$177,521 and \$1,998,598 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).

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

Memorial & Gift Fund

- Richard & Carol Loughry gave \$25 in memory of Helen Diuk

- Friends of the North Canton Public Library donated \$50 in memory of Roy Anderson
- Mike & Mary Louise Sweeney donated \$30 in memory of Sam Concilio
- Karen Pollard gave \$20 in memory of Donald Kobelt
- Friends of the Little Art Gallery donated \$138.82 for reimbursement for gallery supplies

Gifts in memory of Marion Sumser:

- \$25 from Richard & Carol Loughry
- \$50 from Lori Skillman
- \$30 from Larry & Judy Glew
- \$25 from Jay & Sally Strawmire
- \$100 from Lois Rose
- \$20 from Dolores Keffler
- \$25 from Susan Adkins
- \$20 from Gerry Chufar
- \$50 from Bruce Tamargo
- \$20 from Ted & Gail Goldman
- \$50 from Craig & Andrea Haueter

Mrs. Lang reported that Marion Sumser is retired from the North Canton Public Library. Since she worked in the Children's Department, the family requested the donations be utilized in that department. The funds have a two-project focus: 1) Disability Awareness kits and 2) a Sensory-Inclusive space for those with autism and related conditions that provides items such as sensory bags and weighted lap pads. Training for staff members is also provided.

Mr. Griffith moved and Mrs. Beinlich seconded to accept the gifts listed above with much appreciation.

2018:086

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

Report of the Director:

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

Mrs. Lang also reported on the latest TAP meeting. At the meeting she presented the library's need for maintaining the building and the project in progress, and the challenge of budgeting for new demands of digital resources while still fulfilling other resource requests.

Committee Reports:

Art:

The current show is Walk on the Wild Side: A Friends of the Little Art Gallery Tribute to Nancy Stewart Matin. The show runs through January 20, 2019.

Building:

The November 21, 2018 Committee Meeting minutes were discussed.

Budget & Finance:

The November 26, 2018 Committee Meeting minutes were discussed.

Mr. Griffith moved and Mrs. Beinlich seconded to update the Fund Balance Reporting and Fund Definitions Policy, as attached. 2018:087

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

Mr. Griffith moved and Mrs. Pellegrino seconded to approve the 2019 Permanent Appropriation, as attached. 2018:088

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

Personnel:

The November 19, 2018 Committee Meeting minutes were discussed. A correction will be made to note Brent Fatzinger compiled the results of evaluations for the Library Director and the Fiscal Officer.

Mr. Streb moved and Mrs. Baxter seconded to approve the following personnel change:

- Hire Sarah Pollard as a variable part-time Page at an hourly rate of \$8.30 effective December 5, 2018. 2018:089

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

Strategic Planning: N/A

Nominating: N/A

Negotiating: N/A

Records Retention: N/A

Communications: N/A

Old Business: N/A

New Business: N/A

Staff Presentation: N/A

Public Presentation: N/A

Next Meeting:

Mr. Streb moved and Mr. Griffith seconded to set the date and time for the 2019 Organizational Meeting and the January regular board meeting for January 21, 2019 at 4:30 p.m.

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

Adjournment:

Mrs. Beinlich moved and Mr. Streb seconded to adjourn the regular meeting at 5:34 p.m.

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

2018:090

Brent Fatzinger, President

Julie Baxter, Secretary