

ELLA M. EVERHARD PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD OF TRUSTEES
APRIL 17, 2023

Board President, Chris Sieber, called the meeting to order at 7:00 p.m. with the following Board members present: Mr. Bartiromo, Mr. Gerber, Mrs. Jones, Mrs. Reese, and Mr. Tibbitts. Also attending were Daniel Slife, Library Director and Patty Moutes, Business Manager & Fiscal Officer.

Bartiromo moved to approve the Regular Meeting minutes of March 20, 2023. Jones seconded the motion. The vote was unanimous. (04-23-31)

Slife presented the April 2023 Director's Report. The following item was mentioned:

- The public stakeholder meeting (the next step in the strategic planning process) is scheduled for May 6. Todd Gerber and Dave Bartiromo are planning to attend with Robert Tibbitts as a backup. The meeting format will be similar to a former staff day. Participants will envision a longer view of the past, ancestry and tradition and think forward to a more distant future; conduct a SWOT analysis (strengths, weaknesses, opportunities and threats); and consider the task of stewardship from this broader vantage point guided by values. The meeting input will then be used to help develop a framework for the new strategic plan. Slife plans to have a draft of the strategic plan to the Board in June and the final plan to them in July for approval.

Slife presented the April 2023 Personnel Report. Resignation: Sandra Kidd-Prestridge, Associate, CS, effective 03/20/2023.

Slife noted that he does not plan to post the three open circulation associate positions. Staff are still working through the efficiencies realized by the combined service desk. The positions may be posted in the future.

Slife stated that he is hoping to on-board two pages in early June. While they will be interviewed and hired as employees of the Library, they come recommended and pre-screened by the Jobs for Ohio Graduates (JOG) program, which provides general preparatory employment training and pays the students' wages for the summer. Several experienced pages are leaving the Library this summer. Slife will forward the page job opportunity to Sieber and he will post and circulate it at the high school.

Tibbitts moved to approve the April Personnel Report. Gerber seconded the motion. The vote was unanimous. (04-23-32)

Moutes presented the Fiscal Officer's monthly report, the March 2023 financial statements and the investment report. Moutes reported the following month-to-date fund totals: beginning fund balance \$6,758,669; revenue \$268,409; expenses \$297,701; unexpended fund balance \$6,729,377; encumbrances \$1,019,213; and ending unencumbered fund balance \$5,710,164.

Bartiromo moved to accept the March Financial Report. Jones seconded the motion. The vote was unanimous. (04-23-33)

Under the President's Report, Sieber thanked Bartiromo for covering for his absence last month.

Moutes presented information on the Ohio Library Council's upcoming Northeast Ohio Trustee Dinner to be held on Thursday, May 4 in Independence. Moutes will make reservations for Sieber, Gerber, Slife and herself to attend.

Under the Building & Equipment Committee, Slife stated that he contacted The Ruhlin Company for a reference to a building envelope contractor. Ruhlin provided a reference for Ameriseal & Restoration. Ameriseal toured the building to review the issues and is in the process of working up pricing for different alternatives to solve the water intrusion issues over the main lobby. The proposal process may require additional destructive investigation.

Sound panels were installed in the LOFT and are pending for the stairwell. The carpet replacement in fiction and the circulation workroom will commence the week of April 24. The delivery of the balance of the new furniture is still pending.

Under the Human Resources Committee, Tibbitts reported that eleven (11) highly qualified candidates applied for the open Trustee position. The Committee is scheduling interviews with all eleven. All applicants were invited to the upcoming Stakeholder meeting. Interviews are scheduled for April 25 and 26.

Under Old Business, Slife is planning to attend OLC's legislative day on April 26. He will have lunch with State House Representative Sharon Ray. Governor DeWine will be the luncheon speaker.

Tim Laino will be traveling to Columbus with Slife. Laino will be setting up a server co-location in OPLIN's data center that will serve as a third-tier backup for the Library's data. OPLIN will not maintain the equipment, but access can be authorized, if necessary.

Slife reported that the House appears to be split on the state tax reform detailed in HB1. It does not appear there will be major local property tax reform in the upcoming biannual budget and instead minor tax changes will be folded into the state tax budget HB33.

Under New Business, Slife presented a draft policy on soliciting, surveying, signature-gathering, and the distribution of leaflets for Trustee review. He will forward it to the County Prosecutor's office for legal review. The law provides that libraries can set parameters on petitioning and fundraising, while reserving the right for the Friends and Foundations to conduct fundraising efforts. Slife plans to have the final draft to the Board at the May board meeting.

Slife presented proposed changes to the 2023 Library Closing Dates (formerly approved by resolution in December 2022):

- 1) Closing at 6:00 pm on Monday, July 3, for Wadsworth's annual fireworks celebration, and
- 2) Closing all day on Sunday, December 31, for New Year's Eve day.

Gerber moved to approve the changes to the 2023 Library Closing Dates as presented. Bartiromo seconded the motion. The vote was unanimous. (04-23-34)

Moutes stated that city officials announced a new natural gas consortium for Wadsworth customers that will lock in gas rates for 12 months, from June 2023 to May 2024. The consortium will be with IGS at \$3.99 per MCF. Moutes will enroll both buildings after enrollment opens.

Slife noted that the Foundation is planning a mini-golf fundraiser during Main Street's First Friday event on June 2. A vendor was hired to weave mini-golf holes through the book stacks. The event will be free to the public. The Foundation is selling hole sponsorships. Soprema signed on for the title sponsorship of \$2,500.

Bartiromo moved to adjourn the meeting at 7:40 p.m. Jones seconded the motion. All were in favor. (04-23-35)
