

ELLA M. EVERHARD PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD OF TRUSTEES
NOVEMBER 15, 2021

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

Gerber moved to approve the Regular Meeting minutes of October 25, 2021. Bartiromo seconded the motion. Jones abstained. All others approved the motion unanimously. (11-21-71)

Slife presented the November 2021 Director's Report. The following items were mentioned:

- Slife's November Director's Report contained revised programming statistics. He separated in-person programming from virtual. The State Library of Ohio is not collecting programming statistics with the methods combined. The November report contains an apples-to-apples comparison of in-person programming. Commencing with the December report, he will include separate charts for virtual programming.
- Slife mentioned that there is still a struggle to fill vacant Circulation and Automation, Facilities Maintenance and Public Services positions. Several new hires left positions after a short time on the job with no notice. They continue to interview to fill vacancies.

Slife presented the November 2021 Personnel Report. New Hires: Jack Lawrence, Student Page, CAS, effective 11/06/21; Ava Leggett, Student Page, CAS, effective 11/06/21; Julia Swain, Student Page, CAS, effective 11/06/21; Kenzie Shaffer, Student Page, CAS, effective 11/06/21; and Keragen Corpening, Associate, PS-AM effective 11/15/21. Resignations: Kathleen O'Brien, Associate, PS-AM, effective 10/24/21 and Lisa Nagy, Associate, PS-AM, effective 11/04/21.

Tibbitts moved to approve the November Personnel Report. Bartiromo seconded the motion. The vote was unanimous. (11-21-72)

Moutes presented the Fiscal Officer's monthly report, the October 2021 financial statements and the investment report. Moutes reported the following month-to-date fund totals: beginning fund balance \$6,001,939; revenue \$91,902; expenses \$203,062; unexpended fund balance \$5,890,779; encumbrances \$566,689; and ending unencumbered fund balance \$5,324,090.

Sieber moved to accept the October Financial Report. Jones seconded the motion. The vote was unanimous. (11-21-73)

Under the President’s Report, Jones reminded the Trustees that the regular meeting of the Board of Trustees originally scheduled for Monday, December 20, was moved to Monday, December 6.

Jones also congratulated the Friends on the success of the Fall Book Sale and thanked them for their support.

Under the Building and Equipment Committee, Slife reported that the building façade project was moving forward. He hopes that a kickoff meeting will be held around Thanksgiving. Documents should be completed and posted to solicit quotes by the end of the year. Work should begin when the weather breaks in the spring.

Slife and team continue to conduct research into an integrated library system (ILS) upgrade. Tim Laino and Susan Brown have a meeting this week with Innovative for a more detailed demonstration of the most current version of Polaris. Simultaneously, Slife is investigating alternatives such as Sierra Cloud vs. purchasing a server and hosting Sierra on site. There is concern about a potential shut down of the INN-Reach resource sharing ILL during a potential migration. Slife plans to have recommendations and potential solutions to the Building & Equipment Committee at its December 2 Committee meeting.

Slife stated that, whether or not a migration to a new ILS occurs, the catalog database requires cleanup. He continues his research and will provide an update to the Building & Equipment Committee at its December 2 Committee meeting.

Under Old business, Moutes noted that the board packet will be forwarded to the Trustees early in December to accommodate the early meeting date. Moutes will also forward the 2022 Permanent Appropriations to the Finance & Audit Committee during the week of November 15 in order to provide them with a couple of weeks to review prior to the meeting. The December meetings were recapped:

Human Resources	December 1 at 7:00 pm
Building & Equipment	December 2 at 6:30 pm
Finance & Audit	December 6 at 6:30 pm
Regular Meeting	December 6 at 7:00 pm

Bartiromo moved to adjourn the meeting at 7:31 p.m. Jones seconded the motion. All were in favor. (11-21-74)