

ELLA M. EVERHARD PUBLIC LIBRARY
REGULAR MEETING OF THE BOARD OF TRUSTEES
NOVEMBER 14, 2022

Board President, Lisa Jones, called the meeting to order at 7:00 p.m. with the following Board members present: Mr. Bartiromo, Mr. Gerber, 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 17, 2022. Bartiromo seconded the motion. The vote was unanimous. (11-22-79)

Slife presented the November 2022 Director's Report. The following item was mentioned:

- It has been very busy in the Library with all hands on deck for the movement of shelves and the first floor carpet installation.

Slife presented the November 2022 Personnel Report. Resignation: Chandra Marcoux, Assistant, CAS, effective 11/13/2022.

Bartiromo moved to approve the November Personnel Report. Sieber seconded the motion. The vote was unanimous. (11-22-80)

Moutes presented the Fiscal Officer's monthly report, the October 2022 financial statements and the investment report. Moutes reported the following month-to-date fund totals: beginning fund balance \$6,571,664; revenue \$139,241; expenses \$183,269; unexpended fund balance \$6,527,636; encumbrances \$930,132; and ending unencumbered fund balance \$5,597,504.

Tibbitts moved to accept the October Financial Report. Jones seconded the motion. The vote was unanimous. (11-22-81)

Under the President's Report, Jones reported that Robert Tibbitts' term as Trustee ends in December. Tibbitts graciously agreed to stay for the seven year term from January 2023 to December 2029.

Jones stated that Board Officers will be discussed at the December regular meeting and finalized at the January organizational meeting, as she does not plan to continue as President.

Building and Equipment Committee, Sieber reported that the Committee evaluated solid wood furniture and decided that it was not an aesthetic fit for the Library.

Slife reported that he is requesting that Taylor Consulting evaluate the water intrusion problem in the cupola at no additional charge, given the prolonged process for locating the roof

leak over the drinking fountain. W.R. Restoration conducted a destructive investigation of the cupola and determined that the sill plates were installed incorrectly during the original construction. However, further investigation is underway to determine additional contributing factors.

W.R. Restoration conducted a water test on the newly installed Dow 1-2-3 tape and determined that it resolved the water issue in that area. However, water is infiltrating at the area where brick was recently replaced with new sills.

Furniture was selected for the children's area. Slife distributed copies of the selected chairs and bench.

Slife is working to recruit a local cleaning professional, currently operating as a sole proprietor, to either provide contracted cleaning services or to join the WPL team as an employee.

Under the Human Resources Committee, Reese reported the Committee reviewed the Compensation System Study results presented by Organizational Architecture. The results included the anticipated annual cost to adjust staff salaries. The committee is still awaiting the person-by-person recommendations of salary adjustments that would take into consideration previous merit wage increases.

An adjustment in wages would also require an adjustment in the 2023 Permanent Appropriations. Therefore, the December committee meeting was moved up one week in order to occur prior to the Finance & Audit Committee meeting.

It is important that staff receive clear information about wage adjustments and differences in salary adjustments.

At 7:21 p.m. Reese moved to enter into Executive Session to discuss the employment of a public employee. Jones seconded the motion. Roll call vote: Bartiromo – Aye, Gerber – Aye, Jones – Aye, Reese – Aye, Sieber – Aye, and Tibbitts – Aye. (11-22-82)

At 7:32 p.m. Reese moved to leave Executive Session. Jones seconded the motion. Roll call vote: Bartiromo – Aye, Gerber – Aye, Jones – Aye, Reese – Aye, Sieber – Aye, and Tibbitts – Aye. (11-22-83)

Reese moved to eliminate the position of Deputy Fiscal Officer / Administrative Assistant and end the employment of the current staff member with an offer of six (6) weeks of severance pay totaling \$4,325.40 contingent upon the employee's signing of a separation agreement. Tibbitts seconded the motion. Bartiromo abstained. All others approved the motion unanimously. (11-22-84)

Reese reported that the committee revised the review format for the annual review of the Director and the Fiscal Officer. The review forms will be sent to Daniel for circulation to the Trustees and staff members completing the reviews with a response deadline of December 2.

Under old business, Jones thanked the Levy Committee including David Bartiromo and Michael Reese for their hard work supporting the levy renewal. The renewal passed with strong voter support.

Under new business, Jones made a motion to recommend Robert Tibbitts to the Wadsworth City Schools Board of Education for appointment to a seven-year term on the Library's Board of Trustees, from appointment thru December 2029. Sieber seconded the motion. The vote was unanimous. (11-22-85)

Bartiromo moved to adjourn the meeting at 7:40 p.m. Reese seconded the motion. All were in favor. (11-22-86)
