

**CANAL FULTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
APRIL 10, 2019**

Trustees Present Bud Graham, Matt Moellendick Becky Murgatroyd, Bob Richmond, Michelle Studer, Jim Westbrook and Linda Zahirsky.

Others in Attendance Director David Brown, Fiscal Officer Debbie Kerr, FOL President James Deans,.

Bob Richmond called the meeting to order at 7 P.M.

Approve Minutes

The minutes of **March 13, 2019** and the corrected minutes of **February 13, 2019** were presented for approval. Jim moved to approve the minutes, seconded by Bud, all yeas motion carried.

Friends of the Library Report James reported that the FOL will have a float in the Olde Canal Days Parade in July. The 2020 pocket calendars have been ordered already to get the best price. FOL is sponsoring "Meet The Candidates Night" on October 24th at 7 PM at the NW Stark Senior Center. During National Library Week, FOL provided a basket of fruit with a large thank you card to thank the staff for all their hard work for the Library.

Fiscal Officer Reports Debbie presented the Bank Reconciliation for the month of March, 2019 for approval. Michelle moved to approve the reconciliation, seconded by Matt, all yeas motion carried.

The financial reports for the period ending March 31, 2019 were presented. Linda moved to approve the financial reports, seconded by Jim, all yeas motion carried.

Bills A list of bills in the amount of \$97,115.00 was presented for payment. Jim moved to pay the bills, seconded by Bud, all yeas motion carried.

Amended Investment Policy There was some discussion about the investment policy. Michelle moved to approve the Amended Investment Policy, seconded by Becky, all yeas motion carried.

Account Transfers Debbie requested budget account transfers due to a donation from the Ferguson Foundation Grant and the amount needed to replace the 2 broken air conditioning systems. Linda moved and Jim seconded to transfer \$10,500.00 from 1000.100.590.0000 Other-Other with \$1355 to 1000.100.329.3292 Children's Programs, \$945 to 1000.100.329.3294 Teen Programs, and \$8,200 to 1000.100.740.0000 Building Improvements. All yeas, motion carried.

Director's Report Attached:

Building & Grounds Bob, Michelle, Bud and David attended the Historical Preservation Commission (HPC) meeting on 3/28 for feedback on our "pre-application review" to our addition design. K2M will attend the final review.

David advised the Board that 2 air conditioning systems – 1 in the computer area and 1 in the front entry way - are not working and need to be replaced.

Linda moved and Michelle seconded a motion to approve a purchase order of \$8158 to Forquer Heating and Air Conditioning Inc. to replace 2 air conditioning systems. All yeas, motion carried.

Community At the 4/9 Talk About Potential (TAP) meeting, a "Canal Fulton Active Transportation & Connectivity Plan" report stated that the top 3 destinations are the Giant Eagle grocery store, "Downtown", and the Canal Fulton Public Library.

The YMCA ground breaking event was held Tuesday, April 9th. The building is under construction.

Financial David spoke with the Community Program Specialist at USDA Rural Development regarding loan options to build the addition. The USDA option does not look promising.

Human Resources Phinh Khongphatthana started/resumed as the Technology Manager on March 25th. He is working on a new website that is almost ready to launch.

Items included in the Director's Report

1. March Circulation statistics (up from last year);
2. The CFPL Annual Report of 2018 showing statistics and funding sources;
3. The 3/12/19 TAP (Talk About Potential) meeting minutes;

4. An article in The Canton Repository newspaper about the new Canal Fulton YMCA;
5. Informational sheets about the City of Canal Fulton tax reform proposal (Issue 14 on the 5/7/19 ballot);
6. Articles in the Jackson Suburbanite about the Jackson Park amphitheater bids, Jackson Library programs, and Stark District Library levy Issue 8;
7. A 'National Library Week' informational pamphlet about the services available at the CFPL.

Committee Reports – **Building & Grounds** – The Board reviewed the Schematic Design Final Approval for the addition as provided by K2M Architects. The Board agreed and advised Director Brown to sign the approval.

New Business N/A

Unfinished Business N/A

Next meeting The next regular meeting will be held on May 8, 2019 at 7:00 PM.

Becky moved to adjourn, seconded by Linda, all yeas motion carried.

Jim Westbrooks, Secretary

Robert Richmond, President