

**CANAL FULTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
AUGUST 11, 2021**

Trustees Present In Person - Tim Feaser, Bud Graham, Bob Richmond, Michelle Studer, Jim Westbrook and Linda Zahirsky; Absent - Matt Moellendick.

Others in Attendance In Person - Director David Brown and Fiscal Officer Debbie Kerr.

Bob Richmond called the meeting to order at 7:00 P.M.

Approve Minutes The minutes of **July 14, 2021** were presented for approval. Linda moved to approve the minutes, seconded by Michelle, all yeas motion carried.

Fiscal Officer Reports Debbie presented the Bank Reconciliation for the month of July, 2021 for approval. Jim moved to approve the reconciliation, seconded by Linda, all yeas motion carried.

The financial reports for the period ending July 31, 2021 were presented. Linda moved to approve the financial reports, seconded by Michelle, all yeas motion carried.

Bills A list of bills in the amount of \$76,533.35 was presented for payment. Linda moved to pay the bills, seconded by Jim all yeas motion carried.

2022 Alternative Tax Budget: Michelle moved to approve the 2022 Alternative County Tax Budget and to submit the Library's 2022 Alternative County Tax Budget to the Northwest Local School District for approval, seconded by Linda, all yeas motion carried.

Director's Report Attached

Administration On August 14th from 10 – 11 am, there will be a silent auction to dispose of excess furniture and equipment. The Open House to celebrate the 2020-2021 addition will be held on August 28th from noon to 3 pm.

David is planning a “Heritage Program Series” and requested a resolution.

Resolution

Michelle moved and Tim seconded to approve the following resolution:

Whereas our country has had indigenous peoples, also known as Native Americans, since about 13,000 years ago (about 5,000 BCE), and

Whereas Christopher Columbus later came to the Americas in 1492, only 529 years ago, and

Whereas our library district is now populated with people and their descendants from many places around the world; therefore be it

Resolved, That we, the Canal Fulton Public Library, henceforth change the name of the “Columbus Day” annual holiday to **Heritage Day**. All yeas, motion carried.

Friends of the Library The FOL had a membership meeting on August 3rd. 8 people attended. Copies of the FOL Constitution & Bylaws were distributed, as well as the financial statements through June 4, 2021, which shows a balance of \$2,742.63. Mary Kocsis was elected treasurer, but a president and vice-president are still needed.

Human Resources

- Melissa Smith, our Teen/Information Services librarian, has accepted a Kindergarten teaching position at SS. Phillip & James. Her last day was August 7th.
- Belinda Sterling, currently a part-time Information/Programming Specialist, will be full-time when she takes over as Teen/Information Services librarian effective August 9, 2021.
- The Children’s staff can no longer cover the Children’s desk while also providing programs, since the programs are now in the Program room, so we will be adding a part-time Customer Service Specialist position.

Items included in the Director’s Report:

- Overdrive, Hoopla, Social Media Contacts, Collection, and program statistics for July;
- Imagination Library statistics for Stark County;
- OH Library Council (OLC) reminder that the ability to meet virtually was not extended by the Ohio legislature beyond July 1, 2021;
- Items passed around include thank you notes and suggestion/comment box notes from patrons.

Committee Reports

Building & Grounds -

- Program Room Sound Panels - Grant will have the program room sound panels installed when they are received. The estimated ship date is 10/1/21.
- Children's Dept. drain issue - Bud stated that we still need a reply from the plumber regarding the switch on the pump. The tile/concrete around drain and toilet need to be repaired.
- Moyer Landscaping did a great job removing some trees and arborvitae around the building.

Personnel – A meeting will be set to discuss various personnel policy items on the attached list.

New Business

- Next Year's Board Member Appointment – Linda Zahirsky's term expires 12/31/21 and she advised that she will serve another term.
- Discussion was held regarding finding a permanent book-sale area in the Library.
- Bob advised that the Rotary Club is beginning a community grant program awarding \$5000 per year.

Unfinished Business *Strategic Plan* - David advised that Erin at the State Library said the next step is that she will conduct a staff survey by e-mail.

Next meeting The next meeting will be held on September 8, 2021 at 7:00 PM.

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

Jim Westbrooks, Secretary

Robert Richmond, President