

**CANAL FULTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
NOVEMBER 10, 2021**

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

Others in Attendance Fiscal Officer Debbie Kerr and Friends of the Library President Brian Sommers.

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

Cathy Morgan, the new Information Department Manager who started 10/18/21, was introduced to the Board.

Approve Minutes The minutes of **October 13, 2021** were presented for approval. Linda moved to approve the minutes, seconded by Jim, all yeas motion carried.

Friends of the Library - Brian Sommers advised that FOL now has officers: President – Brian Sommers; Vice President – vacant; Treasurer – Mary Kocsis; Secretary – Frannie Buell. FOL will reinstate their 501c3 status. They are trying to get more members.

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

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

Bills A list of bills for 10/14/21 – 11/12/21 in the amount of \$74,256.93 was presented for payment. Jim moved to pay the bills, seconded by Michelle, all yeas motion carried.

Line Item Transfers Linda moved and Jim seconded a motion to approve the line item transfers totaling \$11,380.00 listed below: All yeas, motion carried.

| TRANSFER AMOUNT \$ | FUND | FROM CODE | FROM CODE DESCRIPTION | TO CODE | TO CODE DESCRIPTION | REASON |
|--------------------|---------|-------------------|-----------------------|-------------------|-----------------------|-------------------|
| \$11,180.00 | General | 1000-230-590-0000 | Other-Other | 1000-110-291-0000 | Unemployment Benefits | Not Budgeted |
| 200.00 | General | 1000-230-590-0000 | Other-Other | 1000-120-413-4137 | Juvenile books on CD | Budget Adjustment |

\$11,380.00 TOTAL

Purchase Order Jim moved and Linda seconded a motion to approve PO# 31-2021 to OH Dept. of Jobs & Family Services for \$11,180 for 1 year of possible reimbursing employer costs. All yeas, motion carried.

Director's Report Attached

Human Resources Angelica Aronson has been hired as Information Program Specialist and she will start on 11/9/21.

Items included in the Director's Report:

- Overdrive, Hoopla, Collection and program statistics for October;
- Letter from NWLSD advising that the School Board approved Linda Zahirsky's appointment as a Library trustee effective 1/1/22;
- October 2021 FOL meeting minutes;
- 11/2/21 OH Public Library ballot results;
- Chart of results from Staff Day and the email from Betsy Lantz of NEO-RLS.

Committee Reports

Personnel - Members of the Personnel Committee decided to meet before the next regular meeting on 12/8/21 at 6 PM to discuss 2022 compensation.

New Business The Board reviewed and discussed the list of preliminary 2022 appropriations from Debbie. The Adult Programs line item will need to be increased as David advised, then the 2022 permanent appropriations will be presented for Board approval at the 12/8/21 meeting.

Unfinished Business None

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

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

Jim Westbrooks, Secretary

Robert Richmond, President