

**CANAL FULTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
MARCH 9, 2022**

**Trustees Present** Tim Feaser, Bud Graham, Michelle Studer, Jim Westbrook and Linda Zahirsky. Absent: Matt Moellendick and Bob Richmond.

**Others in Attendance** Director David Brown, Fiscal Officer Debbie Kerr, and Friends of the Library President Brian Sommers.

Michelle Studer, Board Vice President, called the meeting to order at 7:00 P.M.

Marilyn Fish, the new Information Program Specialist who started 2/21/22, was introduced to the Board.

**Approve Minutes** The minutes of **February 9, 2022** were presented for approval. Linda moved to approve the minutes, seconded by Bud, all yeas motion carried.

**Friends of the Library** Brian Sommers reported that FOL held elections at their February meeting. Brian is President, Jon Freeman is Vice President, Franny Buell is Treasurer, and Mary Kocsis is Secretary. There are 19 paid memberships so far. They plan to hold a book sale on May 13 and 14. Their 501c3 status is a work-in-progress.

**Fiscal Officer Reports** Debbie presented the February 2022 Bank Reconciliation for approval. Jim moved to approve the reconciliation, seconded by Linda, all yeas motion carried.

The financial reports for the period ending February 28, 2022 were presented. Linda moved to approve the financial reports, seconded by Tim, all yeas motion carried.

**Bills** A list of bills for 2/9/22 – 3/9/22 in the amount of \$77,364.29 was presented for payment. Linda moved to pay the bills, seconded by Jim, all yeas motion carried.

**Line Item Transfer** Linda moved and Bud seconded a motion to approve the line item transfer totaling \$25,000.00 listed below: All yeas, motion carried.

TRANSFER AMOUNT \$	FUND	FROM CODE	FROM CODE DESCRIPTION	TO CODE	TO CODE DESCRIPTION	REASON
25,000.00	Capital	4001-760-740-0000	Bldg Improv	4001-760-370-3291	Prof Services	Hardline Design Co

**Purchase Order** Bud moved and Jim seconded a motion to approve PO# 12-2022 to Hardlines Design Company for \$25,000 for professional services for renovations/repairs project. All yeas, motion carried.

### **Director's Report Attached**

**Human Resources** Dominique Mayle, Customer Service Specialist 1, resigned effective 2/18/22. Cindy Albertson, Children's Program Specialist 1, is retiring effective 4/1/22.

#### **Items included in the Director's Reports:**

- Overdrive, Hoopla, Social Media Contacts, Imagination Library, Circulation, Collection and Program statistics for February;
- Inter-library Loan delivery service change information;
- Strategic Plan draft of the "Local History & Genealogy" service response.

### **Committee Reports**

#### **Building & Grounds**

Bud said that warranty items need completed in the program room. They are waiting on quotes for the children's department bathroom sump pump.

**New Business** David explained the request by Convention of States Ohio to use the program room. The Board discussed how this applies under the library's Political Activity, Petitioning, and Surveying Policy. It was noted that OLC has a webinar on 3/28 regarding intellectual freedom. The Board agreed that David should call the County Prosecutor to get clarification and ask if our policy needs updated.

**Unfinished Business** None

**Next meeting** The next meeting will be held on April 20, 2022 at 7:00 PM.

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

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Jim Westbrooks, Secretary

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Robert Richmond, President