

CANAL FULTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
OCTOBER 11 , 2023

Trustees Present Tim Feaser, Bud Graham, Matt Moellendick, Bob Richmond, Michelle Studer, James Westbrook, and Linda Zahirsky

Others in Attendance Director Cathy Morgan, Fiscal Officer Debbie Kerr, and FOL member Tammy Trent

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

Approve Minutes Linda moved to approve the September 13, 2023 minutes, second by James, all yes motion carried.

Fiscal Officer Reports Michelle moved to approve the September 2023 Bank Reconciliation, second by Matt, all yes motion carried.

Linda moved to accept the financial reports for the period ending September 30, 2023, second by James, all yes motion carried.

Bills Linda moved to approve the list of bills in the amount of \$83,557.69, second by Michelle, all yes motion carried.

2024 Tax Levies Resolution Matt moved to approve the attached Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the Stark County Auditor for 2024, second by Linda, all yes motion carried.

Records Commission Meeting James moved to suspend the regular meeting to go into the Records Commissions meeting, second by Linda, all yes motion carried.

Members of the Record Commission present: Tim, Bud, Matt, Bob, Michelle, James, Linda and Debbie. Linda moved to approve the internal Certificate of Records Disposal Form RC-3, second by Michelle, all yes motion carried.

Linda moved to return to the regular meeting, second by James, all yes motion carried.

Director's Report (Attached)

Cathy distributed copies of the October newsletter and a flier for the Nov. 1st program, "Engineering Tragedy-The Ashtabula Train Disaster".

Administration The Strategic Plan runs through 2024. There is a waitlist at the State Library of Ohio for a strategic planning consultant. The Board agreed to go forward and get on that waitlist.

The Summit County Library Trustee's Council will be hosting a Zoom meeting on 10/19/23 at 7 pm regarding the 2024 PLF. Michelle, Tim, and possibly Bud agreed to attend.

Friends of the Library FOL is busy planning for the annual holiday basket raffle coming in November. The annual FOL planning meeting is 10/12/23 at 5:30 pm at the "Warehouse On the Canal". The next regular FOL meeting will be on October 16 at 5:45 pm in the library program room.

Human Resources The search for the 26-hour part-time Circulation position is still underway. We had 30+ applicants. Several candidates were interviewed.

Items included in the Director's Report:

- Social Media Contacts, Hoopla, Overdrive, Stark Imagination Library, Circulation, Patron, Program and departmental monthly statistics for September;
- Ohio's notice of the Minimum Wage increase from \$10.10 to \$10.45 per hour on 1/1/24.

Committee Reports

Personnel & Compensation Agreed to meet before the next meeting on Nov. 8th at 6 pm to discuss raises/wages.

Building & Grounds Bud explained the drawings of the children's dept. area platform lift and restrooms.

New Business Cathy advised the Board that several HOA's use the meeting room and someone asked about guns in the building. Cathy checked with the County Prosecutor's Office and found that as a public building, we can prohibit guns in the Library.

Unfinished Business Matt advised that Mark Stewart has a mason lined up for the Trinity Church bell. The Board discussed and agreed that the bell's placement should be out in front of the library on the Market Street side.

Next meeting The next meeting will be held on November 8, 2023, at 7:00 PM.

Linda moved to adjourn, second by Matt, all yes motion carried.

James Westbrooks, Secretary

Robert Richmond, President