

CANAL FULTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
MARCH 13, 2024

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

Others in Attendance Director Cathy Morgan and Fiscal Officer Debbie Kerr

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

Cathy introduced Amy Crawford, our new Children's Program Specialist 1.

Approve Minutes James moved to approve the February 14, 2024 minutes, second by Tim, all yes motion carried.

Fiscal Officer Reports Michelle moved to approve the February 2024 Bank Reconciliation, second by James, all yes motion carried.

James moved to accept the financial reports for the period ending February 29, 2024, second by Michelle, all yes motion carried.

Bills Michelle moved to approve the list of bills in the amount of \$80,685.95, second by Tim, all yes motion carried.

Purchasing Policy Update Debbie explained that the only change is in section V. for the contract amounts that require bidding. This is due to the change of ORC 3375.41 effective in October 2023. Tim moved to approve the updated purchasing policy, second by James, all yes motion carried.

Director's Report (Attached)

Community The City of Canal Fulton is partnering with the Stark Parks District and the YMCA to host a "Towpath to Totality" event on Monday April 8th from 10 am – 2 pm at St. Helena Heritage Park and the Library will have an outreach table at this event. A copy of some recent newspaper publicity is included in the Director's Report.

Michelle moved to designate April 8th, 2024, Solar Eclipse Day, as a paid closed holiday, second by Bud, all yes motion carried.

Correspondence Included in the Director's Report packet is a copy of correspondence and official response from John Lysenko, Asst. Prosecutor from the Stark County Prosecutor's Office, regarding how to proceed with respect to establishing an endowment fund for the benefit of the library.

Friends of the Library The next FOL meeting is 3/18/24.

Items included in the Director's Report:

- Social Media Contacts, Hoopla, Overdrive, Stark Imagination Library, Circulation, Collection, Patron, Program and departmental monthly statistics for February;
- Information from the OH Library Council (OLC) regarding the March 2024 PLF (Public Library Fund), 2024 PLA Conference the first week in April, and Legislative Day on April 24th.

Committee Reports Building & Grounds Bud distributed a new west side addition budget development sheet with estimates/proposals that he obtained and compiled. Bud advised that the parking lot will be cleaned, resealed, and re-striped with directional arrows.

New Business None

Unfinished Business Re: proposed History Room – We need to figure out what items will be included there, i.e., shelving, lateral files, etc.

Next meeting The next meeting will be held on April 10, 2024, at 7:00 PM.

Michelle moved to adjourn, second by Tim, all yes motion carried.

James Westbrooks, Secretary

Robert Richmond, President