

CANAL FULTON PUBLIC LIBRARY  
 BOARD OF TRUSTEES MEETING MINUTES  
 JUNE 11, 2025

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

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.

Mary Ann White, the new customer service specialist 1 for the ILL dept., was introduced to the Board.

Approve Minutes Linda moved to approve the May 14, 2025 minutes, second by Matt, all yes motion carried.

Fiscal Officer Reports Michelle moved to approve the May 2025 Bank Reconciliation, second by Linda, all yes motion carried.

Matt moved to accept the financial reports for the period ending May 31, 2025, second by James, all yes motion carried.

Bills James moved to approve the list of bills in the amount of \$107,362.50, second by Linda, all yes motion carried.

Health Insurance Linda moved to accept the Stark County Schools Council of Governments insurance premium rates effective 7/1/25 – 6/30/26 and designate December 2025 as the Library’s premium holiday, second by Michelle, all yes motion carried.

Grant Michelle moved to accept the Guiding Ohio Online (GOO) Grant as co-applicants with the North Canton Public Library for a tech trainer; CFPL estimated grant is \$13,797.50 and our estimated match amount is \$4,632.50; the project period is 7/1/25 – 6/30/26, second by Linda, all yes motion carried.

Line Item Transfer Linda moved to approve the line item transfer totaling \$2,554.60 as listed below, second by Michelle, all yes motion carried:

TRANSFER AMOUNT	FUND	FROM CODE	FROM CODE DESCRIPTION	TO CODE	TO CODE DESCRIPTION	REASON
\$2,554.60	General	1000-110-411-4110	Imagination Library	1000-110-329-3293	Adult Programs	DPIL bal left

Fund Transfers Linda moved to approve the fund transfer totaling \$113,500, listed below, second by James, all yes motion carried:

TRANSFER AMOUNT \$	FUND	FROM CODE	FROM CODE DESCRIPTION	TO CODE	TO CODE DESCRIPTION	REASON
\$113,500	General	1000-910-910-0000	Transfer-Out	3001-931-0000	Debt Service Fund	Annual Budget

The Board decided to wait and see how the State budget affects the PLF receipts before making the annual transfer of \$36,500 to the Capital Projects Fund.

Director’s Report (Attached)

Financial There were several donations to the Library in memory of Cynthia Stonebrook.

Friends of the Library The FOL made over \$3,500 at the book sale held May 15<sup>th</sup> – 18<sup>th</sup>. The next FOL meeting is June 16<sup>th</sup> at 5:45 PM.

Policy Discussion was held about the Rules of Conduct Policy and no loitering.

Items included in the Director’s Report:

- Social media contacts, Hoopla, Overdrive, circulation, collection, patron, program and departmental monthly statistics for May;
- Information from the OH Library Council (OLC) regarding the June PLF distribution.

Committee Reports None

New Business Debbie submitted a letter of resignation and there will be a Fiscal Officer job posting soon

Unfinished Business None

Next meeting The next meeting will be held on July 9, 2025, at 7:00 PM.

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

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James Westbrooks, Secretary

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Robert Richmond, President