

CANAL FULTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
JULY 9, 2025

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

Others in Attendance Director Cathy Morgan and Fiscal Officer Debbie Kerr

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

Historical Church Bell – Mark Stewart and Rick Johns, the transition team for the Trinity Church closing, were present to talk to the Board about the placement of the church bell on Library grounds. The bell is 180 years old and had been at the prior South Church near the Library on High Street. They are now looking for a permanent sight and wish to include a historical plaque. The space needed is about four to five feet square for a masonry brick base and a casing to place the bell in, with the capability to ring the bell on special occasions. They are not asking for funding, just permission for placement of the bell. The Board discussed this. Mark Stewart will forward this to Canal Fulton's HPC (Historical Preservation Commission) for approval.

Approve Minutes Linda moved to approve the June 11, 2025 minutes, second by James, all yes motion carried.

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

Matt moved to accept the financial reports for the period ending June 30, 2025, second by James, all yes motion carried.

Bills Linda moved to approve the list of bills in the amount of \$117,365.24, second by Matt, all yes motion carried.

2026 Alternative Tax Budget Linda moved to approve the 2026 Alternative County Tax Budget and submit it to the Northwest Local School District for approval, second by James, all yes motion carried.

Fiscal Officer Disaster Recovery & Contingency Plan Debbie presented the Plan so it is "on record". The Board does not need to approve or take action on it.

Line Item Transfer Linda moved to approve the line item transfer totaling \$721.60 effective June 11, 2025, as listed below, second by Bud, all yes motion carried:

TRANSFER AMOUNT	FUND	FROM CODE	FROM CODE DESCRIPTION		TO CODE	TO CODE DESCRIPTION	REASON
\$721.00	General	1000-230-590-0000	Other-other		1000-210-341-0000	Property Insur.	Actual invoice

Director's Report (Attached)

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

Friends of the Library The FOL has exceeded their goal of \$10,000 needed to establish the Endowment Fund. The Library is designated by FOL as the backup if the FOL would ever cease to exist. The next FOL meeting is July 21st at 5:45 PM.

Human Resources The job announcement for a new Fiscal Officer has been posted.

Policy Discussion was held about the Rules of Conduct Policy and no loitering. This will be tabled for the next meeting.

Items included in the Director's Report:

- Social media contacts, Hoopla, Overdrive, circulation, new cards, collection, patron, program and departmental monthly statistics for June;
- Information from the OH Library Council (OLC) regarding updates to the State Budget.

Committee Reports *Building & Grounds* - Bud talked about the directional arrows in the parking lot.

New Business **Executive session:**

Linda moved to enter into executive session at 7:40 PM to discuss the possibility of hiring a Fiscal Officer, with all Board members and the Fiscal Officer, second by James, all yes motion carried. Linda moved to move out of executive session at 7:50 PM where discussion was held about the possibility of hiring a Fiscal Officer and no action was taken, second by James, all yes motion carried.

Unfinished Business None

Next meeting The next meeting will be held on August 13, 2025, at 7:00 PM.

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

James Westbrooks, Secretary

Robert Richmond, President