

CANAL FULTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
OCTOBER 8, 2025

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

Others in Attendance Director Cathy Morgan, Fiscal Officer Paige Caskey

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

Approve Minutes Linda moved to approve the September 10, 2025 minutes, second by Michelle, all yes motion carried.

Fiscal Officer Reports Bud moved to approve the September 2025 Bank Reconciliation, second by Matt, all yes motion carried.

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

Bills Matt moved to approve the list of bills in the amount of \$105,641.97, second by Michelle, all yes motion carried.

2026 Tax Levies Resolution Michelle 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 2026, second by Linda, all yes motion carried.

Safe Deposit Box Paige advised that the Board needs to designate up to 4 signers for the safe deposit box that holds the Library's important papers, such as Title and Real-estate records, at the First Commonwealth Bank branch in Canal Fulton. Tim made a motion and Michelle seconded to designate Bob Richmond, Cathy Morgan, and Paige Caskey as the three signers for the safe deposit box. All yes motion carried.

Payment Re-Direct & Business Email Compromise Schemes Policy Linda moved to approve the new Payment Re-Direct & Business Email Compromise Schemes Policy dated October 8, 2025, second by Matt, all yes motion carried.

Paige notified the Board of natural gas provider change to Ohio Gas & Electric found via the Apples-to-Apples site: 12-month fixed rate of \$4.2900/Mcf. Current Stark county aggregate rate is \$4.6500/Mcf. Bud recommended checking rates each month.

Paige notified the Board of Debbie's last day of October 30th, 2025.

Director's Report (Attached)

Friends of the Library Elections for FOL officers will be happening in January.

Items included in the Director's Report:

- Social media contacts, Hoopla, Imagination Library, Overdrive, circulation, new cards, collection, patron, program and departmental monthly statistics for September;
- Information from the OH Library Council (OLC) regarding various State updates.
- Cathy submitted a letter to the Northwest Local Board of Education requesting Matt Moellendick be reappointed to our library board for a four-year term starting 1/1/2026.

Committee Reports Paige provided the updates Committees list due to Fiscal Officer change.

*Personnel* – agreed to set a meeting for November 12th at 6:15 pm to discuss raises for 2026.

*Building & Grounds* – Bud advised that we received two quotes from Summit Heating & Cooling. Bud recommended that the lower quote without the air handling system was appropriate at this time.

New Business Cathy discussed a recent public records request.

Unfinished Business None

Next meeting The next meeting will be held on November 12th, 2025, at 7:00 PM.

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

---

James Westbrooks, Secretary

---

Robert Richmond, President