

## Rocky River Public Library

Board of Trustees Meeting

Wednesday, April 25, 2018.

The regular meeting of the Board of the Rocky River Public Library was held in the Library on Wednesday, April 25, 2018, at 7 p.m.

Present: Audra Bednarski, Dan Glover, John Hosek, Justin McCaulley, Jean McQuillan, Cynthia Schafer, and David Sansone.

Absent: N/A

Also Present: Jamie Mason (Director), Trent Ross (Deputy Director), and Will Costello, CPA (Fiscal Officer).

1. **CALL TO ORDER:** Mr. Hosek called the meeting to order at 7:00 p.m.
2. **PUBLIC COMMENT:** None.
3. **COMMUNICATON:** None.
4. **BUSINESS OF THE BOARD**

**APPROVAL OF THE MARCH 28, 2018 BOARD MEETING MINUTES:** Mr. Hosek asked for any changes or corrections to the minutes of the March 28, 2018 board meeting. Minutes amended to reflect changes to spelling, punctuation, and capitalization, reflect a roll call vote for executive session and a change to an approval vote, Ms. McQuillan motioned to approve the minutes as amended, seconded by Mr. Sansone. All trustees voted yes. Motion carried.

**FISCAL OFFICER AND FINANCE COMMITTEE REPORT:** Ms. McQuillan reported on the March 2018 financials. Mr. McCaulley motioned to approve the March 2018 financials, seconded by Mr. Sansone. All trustees voted yes. Motion carried.

**GIFT REPORT:** The Gift Report for March 2018 reported cash gifts of \$8,042 to the General Fund. Mr. Hosek motioned to approve the March 2018 Gift Report, seconded by Mr. Sansone. All trustees voted yes. Motion carried.

**RESOLUTION 02-18: Resolution authorizing appropriations fund transfer:** Mr. Mason presented an appropriations funds transfer to accommodate the hiring of Mark Mantz. Mr. Hosek motioned and Mr. Glover seconded. All trustees voted yes. Motion carried.

**DIRECTOR REPORT:** Mr. Mason referred to the activities in the Director's report.

**PERSONNEL REPORT:** Approval of Personnel Report moving Byron Brubaker from his current position to the open Part-Time Circulation Assistant position. Ms. McQuillan motioned, seconded by Mr. Sansone. All trustees voted yes. Motion carried.

**FINE FREE SUMMER:** Approval for a “Fine Free” summer spanning July and August of 2018. The fine free period will allow for a waiver of fines for patrons returning overdue items between July 1, 2018 and August 31, 2018. Mr. Hosek motioned, seconded by Mr. McCaulley. Mr. Hosek, Mr. McCaulley, Mr. Glover, Mr. Sansone, Ms. McQuillan, Ms. Schafer, all voted yes. Ms. Bednarski voted no.

**PRESIDENT’S REPORT:** Nothing to Report.

**COMMITTEE REPORTS:**

**Building & Grounds:** Mr. Glover reported to the board on the Buildings & Grounds Committee meeting that took place on April 6, 2018.

**Personnel:** Nothing to Report.

**5. NEW BUSINESS:** Nothing to Report.

**EQUIPMENT DECLARED SURPLUS:** Approval to declare the following items as surplus:

- 1) Credit card reader.
- 2) Cabinet.
- 3) Safe.
- 4) Credenza.

Motioned by Mr. McCaulley, seconded by Mr. Sansone. All trustees voted yes. Motion carried.



**6. EXECUTIVE SESSION:** Mr. Hosek moved and Mr. McCaulley seconded to move into executive session to discuss legal and personnel matters at 8:03 p.m.

Roll Call

Audra Bednarski	Yes
Cynthia Schafer	Yes
Jean McQuillan	Yes
Justin McCaulley	Yes
Dan Glover	Yes
John Hosek	Yes
David Sansone	Yes

The board came out of executive session at 8: 19 p.m.

7. **ADJOURNMENT:** There being no further business, the meeting adjourned at 8:19 p.m.

  
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John Hosek, President  


  
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Dan Glover, Secretary