

Rocky River Public Library

Board of Trustees Meeting

Wednesday May 29, 2019.

The regular meeting of the Board of the Rocky River Public Library was held in the Library on Wednesday, May 29 2019, at 7 p.m.

Present: Melissa Stickney, Jill James, Jean McQuillan, Cynthia Schafer, and Audra Bednarski.

Absent: David Sansone, Dan Glover

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

1. **CALL TO ORDER:** Ms. Schafer called the meeting to order at 7:00 p.m.
2. **PUBLIC COMMENT:** None.
3. **COMMUNICATON:** Lucy Carney, Children's Services Manager updated the board on the Children's Services Department and highlights of the past year.
4. **BUSINESS OF THE BOARD**

APPROVAL OF THE APRIL 24, 2019 BOARD MEETING MINUTES: Ms. Schafer asked for any changes or corrections to the minutes of the April 24, 2019 board meeting. A change was made to the gift report month listed as well as a spelling error. Ms. Stickney motioned to approve the minutes as amended, seconded by Ms. Bednarski. All trustees voted yes. Motion carried.

APPROVAL OF THE MAY 8, 2019 SPECIAL BOARD MEETING MINUTES: Ms. Schafer asked for any changes or corrections to the minutes of the May 8, 2019 special board meeting. Ms. McQuillan motioned to approve the minutes, seconded by Ms. James. All trustees voted yes. Motion carried.

FISCAL OFFICER AND FINANCE COMMITTEE REPORT: Mr. Costello reported on the April 2019 financials. Ms. Schafer motioned to approve the April 2019 financials, seconded by Ms. Bednarski. All trustees voted yes. Motion carried.

GIFT REPORT: The Gift Report for April 2019 reported no gifts received for the month of April.

RESOLUTION 01-19: Resolution authorizing 2020 Tax Budget: Ms. McQuillan motioned and Ms. James seconded approval of Resolution 01-19, 2020 Tax Budget Authorization.

Roll Call

Audra Bednarski Yes

Cynthia Schafer	Yes
Jean McQuillan	Yes
Jill James	Yes
Melissa Stickney	Yes
Absent:	
David Sansone	N/A
Dan Glover	N/A

Motion carried.

APPROVAL OF WINDOW CAULKING CONTRACT: Ms. McQuillan motioned and Ms. James seconded approval of the window caulking contract with H.M.H. Restoration, LTD. for a sum not to exceed \$13,500. All trustees voted yes. Motion carried.

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

PERSONNEL REPORT: Ms. Stickney motioned approval of the April 2019 Personnel report, seconded by Ms. McQuillan. All trustees voted yes. Motion carried.

Declare Items as Surplus: Ms. Stickney motioned approval of the items declared as surplus report, seconded by Ms. McQuillan. All trustees voted yes. Motion carried.

PRESIDENT'S REPORT: Ms. Schafer reported two more applicants for the upcoming open board position. The board was informed of the board retreat to take place on August 3, 2019.

COMMITTEE REPORTS:

Building & Grounds: Nothing to Report.

Personnel: The committee continues to work on updated job descriptions for the Fiscal Officer and Director. Ms. Bednarski reminded the board of the upcoming review for the Director.


Finance: The Committee met and reviewed the April finances. The committee has asked Will Costello to lead in presenting financial information at Board meetings.

5. **NEW BUSINESS:** None.

6. **ADJOURNMENT:** There being no further business, the meeting adjourned at 8:30 p.m.



 Cynthia Schafer, President



 Dave Sansone, Secretary