

## Rocky River Public Library

Board of Trustees Meeting

Wednesday, March 30, 2022

The regular meeting of the Board of the Rocky River Public Library was held in the Auditorium of the Library on Wednesday, March 30, at 7:00 p.m.

Present: Melissa Stickney, Jill James (Left at 7:59; rejoined at 8:23 via phone) , Audra Bednarski, Dave Sansone, Cynthia Schafer, and Jennifer Fisher

Absent: Dan Glover,

Also Present: Jamie Mason (Director), Will Costello, CPA (Fiscal Officer), Peter Matera (Support Services Manager), Trent Ross (Deputy Director), and Molly McGirr Norris (Training Services Manager)

1. **CALL TO ORDER:** Ms. Stickney called the meeting to order at 7:00 p.m.

2. **PUBLIC COMMENT:** No comment

3. **COMMUNICATION:** Molly McGirr Norris, Training Services Manager, updated the Board on 2021 Training Services highlights including the new virtual courses added and the completion of a brand audit. Ms. McGirr Norris highlighted the 2022 goals for the Training Services department, including some items already accomplished, such as updating department job descriptions, offering individualized technology training services to patrons, and offering Training Services office hours for staff. Concluding her report, Ms. McGirr Norris exited the meeting at 7:20.

#### 4. **BUSINESS OF THE BOARD**

**APPROVAL OF THE FEBRUARY 23, 2022 BOARD MEETING MINUTES:** Ms. Stickney asked for any changes or corrections to the minutes of the February 23, 2022 Board meeting. Mr. Sansone motioned to approve the February 23, 2022 meeting minutes, seconded by Ms. Fisher. All trustees voted yes. Motion carried.

**FISCAL OFFICER AND FINANCE COMMITTEE REPORT:** Mr. Costello reported on the February 2022 financials. Mr. Costello updated the Board on the status of the outstanding issue with Paylocity double debiting money from RRPL accounts. Mr. Costello and Mr. Mason have involved the County Prosecutor's office in the discussions with Paylocity. Ms. James motioned to approve the February 2022 financials, seconded by Ms. Bednarski. All trustees voted yes. Motion carried.

**GIFT REPORT:** The Gift Report for February 2022 reported cash gifts of \$775.00 unrestricted to the General Fund. Ms. Stickney motioned to approve the February 2022 Gift Report, seconded by Ms. Schafer. All trustees voted yes. Motion carried.

**DIRECTOR'S REPORT:** Mr. Mason referred to the activities in the Director's Report. Mr. Mason updated the Board on his involvement with the CLEVNET Executive Panel as newly elected Panel Chair. Mr. Mason also apprised the Board of his search for a firm to conduct a salary survey for the Library. Mr. Mason informed the board that there will be a Building Assessment Plan and Strategic Plan update at the April meeting.

**APPROVAL OF THE COWAN DONATION:** Ms. Stickney motioned to approve the Jill Palajac donation of a Cowan Pottery lamp, seconded by Mr. Sansone. All trustees voted yes. Motion carried.

**APPROVAL OF THE PURCHASE FROM VTECHIO FOR PUBLIC COMPUTER ROOM EQUIPMENT NOT TO EXCEED \$22,000:** Ms. Bednarski motioned to approve the purchase from vTechio for Public Computer Room equipment not to exceed \$22,000, seconded by Ms. Fisher. All trustees voted yes. Motion carried.

**BIBLIOTHECA UPDATE:** Mr. Mason updated the Board on the equipment and software subscription contract negotiations between the Library and Bibliotheca. Contract issues were delaying the project and would hopefully be addressed in the next month.

**APPROVAL OF THE PERSONNEL REPORT:** Ms. Schafer motioned to approve the March Personnel Report, seconded by Mr. Sansone. All trustees voted yes. Motion carried.

**PRESIDENT'S REPORT:** Ms. Stickney updated the Board on the status of the upcoming Board vacancy. Ms. Stickney also informed that there is an upcoming OLC Trustee dinner on May 12, 2022.

**COMMITTEE REPORTS:**

**BUILDING & GROUNDS:** No report.

**PERSONNEL:** Ms. Fisher informed the Board and Mr. Costello that there have been changes to the review process to streamline the process.

**5. NEW BUSINESS:**

**6. EXECUTIVE SESSION TO DISCUSS EMPLOYMENT OF A PUBLIC EMPLOYEE:**

Ms. Stickney motioned to enter into Executive Session to discuss the employment of a public employee at 8:22 p.m., seconded by Ms. Fisher. The roll was called; the vote resulted as follows:

Ms. Bednarski        Yes

Ms. Fisher:         Yes

Mr. Sansone:        Yes

Ms. Schafer:        Yes

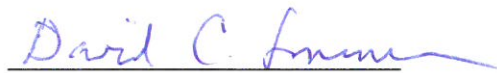
Ms. Stickney:        Yes

The board exited executive session at 9:07 p.m.

7. **ADJOURNMENT:** There being no further business, the meeting adjourned at 9:08 p.m.



Melissa Stickney, President



Dave Sansone, Secretary