

Rocky River Public Library

Board of Trustees Meeting

Wednesday, April 27, 2022

The regular meeting of the Board of the Rocky River Public Library was held in the Auditorium of the Library on Wednesday, April 27, at 7:00 p.m.

Present: Melissa Stickney, Jill James, Audra Bednarski, Dan Glover, Dave Sansone, Cynthia Schafer, and Jennifer Fisher

Absent:

Also Present: Jamie Mason (Director), Will Costello, CPA (Fiscal Officer), Peter Matera (Support Services Manager), Trent Ross (Deputy Director), and Greg Jackson (Building Services Manager)

1. **CALL TO ORDER:** Ms. Stickney called the meeting to order at 7:00 p.m.
2. **PUBLIC COMMENT:** Two community members addressed the Board. One community member suggested an audit of the financials be completed and the other expressed their thankfulness for the Library's programming.
3. **COMMUNICATION:** Greg Jackson, Training Services Manager, updated the Board on recent Building Services projects including transitioning the library to completely LED lighting and tamper resistant electrical plugs. Additionally, Mr. Jackson informed the Board of the updates to the grounds, preventative building maintenance, and associated maintenance contracts. Concluding his report, Mr. Jackson exited the meeting at 7:21.
4. **BUSINESS OF THE BOARD**

APPROVAL OF THE MARCH 30, 2022 BOARD MEETING MINUTES: Ms. Stickney asked for any changes or corrections to the minutes of the March 30, 2022 Board meeting. Ms. James motioned to approve the March 30, 2022 meeting minutes, seconded by Ms. Bednarski. All trustees voted yes. Motion carried.

FISCAL OFFICER AND FINANCE COMMITTEE REPORT: Mr. Costello reported on the March 2022 financials. Mr. Costello updated the Board on the increasing rate of return on investments. Mr. Costello updated the Board of the status of the outstanding issue with Paylocity double debiting money from the RRPL account. Mr. Costello stated that Paylocity has acknowledged the error, will resolve the issue, and return the money by end of April. Ms. Stickney motioned to approve the March 2022 financials, seconded by Ms. James. All trustees voted yes. Motion carried.

GIFT REPORT: The Gift Report for March 2022 reported cash gifts of \$59.98 restricted to the General Fund for the purchase of books. Mr. Sansone motioned to approve the February 2022 Gift Report, seconded by Ms. Fisher. 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 the Cox Charities Grant the library was awarded for Oculus VR equipment for use in programs.

STRATEGIC PLAN UPDATE: Mr. Mason provided the Board an update on the Strategic Plan including the refocusing of strategic plan activities to align with current Library priorities.

BUILDING ASSESSMENT UPDATE: Mr. Mason updated the Board on the activities completed outlined in the Building Assessment.

APPROVAL OF THE LIBRARY PROGRAM POLICY: Mr. Ross presented a Library Program Policy for Board consideration. After discussion, the policy was tabled for future consideration.

APPROVAL OF ITEMS TO BE DECLARED SURPLUS: Ms. Bednarski motioned to approve items to be declared surplus, seconded by Ms. Schafer. All trustees voted yes. Motion carried.

DISCUSSION OF COMPENSATION STUDY: Mr. Mason informed the Board of the initial process of entering into an agreement with TAMS Group to conduct a compensation study.

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

PRESIDENT'S REPORT: Ms. Stickney updated the Board on the status of the upcoming Board vacancy. Ms. Stickney informed the Board that the Board is invited to Committee as a Whole meeting with the Rocky River School Board on June 8, 2022 at 5:30 p.m. Ms. Stickney stated that there is an upcoming OLC Trustee dinner on May 12, 2022.

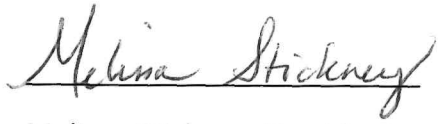
COMMITTEE REPORTS:

BUILDING & GROUNDS: No report.

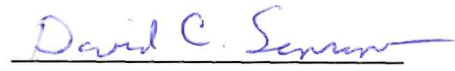
PERSONNEL: Ms. Fisher will send out a timeline for the upcoming review.

5. **NEW BUSINESS:** None

6. **ADJOURNMENT:** There being no further business, the meeting adjourned at 8:45 p.m.

A handwritten signature in black ink that reads "Melissa Stickney". The signature is written in a cursive style and is positioned above a horizontal line.

Melissa Stickney, President

A handwritten signature in blue ink that reads "David C. Sansone". The signature is written in a cursive style and is positioned above a horizontal line.

Dave Sansone, Secretary