

Rocky River Public Library

Board of Trustees Meeting

Wednesday, April 26, 2023

The regular meeting of the Board of the Rocky River Public Library was held in the Auditorium of the Library on Wednesday, April 26, 2023, at 7:00 p.m.

Present: Jill James, Audra Bednarski, Jennifer Fisher, Ann Gynn, Cynthia Schafer, and Melissa Stickney.

Not Present: Dave Sansone

Also Present: Trent Ross (Interim Director), Will Costello (Fiscal Officer), Peter Matera (Support Services Manager), Molly McGirr Norris (Training Services Manager)

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

2. **PUBLIC COMMENT:** None

3. **COMMUNICATION:** Molly McGirr Norris, Training Services Manager, provided the Board with a Training Services department update. Ms. McGirr Norris' report included responsibilities and goals of the department, and descriptions of the core and rotating classes they offer annually. Ms. McGirr Norris also reviewed several newer services they provide, including Individual Technology Training and Formalized Staff Training.

4. BUSINESS OF THE BOARD

APPROVAL OF THE MARCH 29, 2023 BOARD MEETING MINUTES: Ms. James asked for any changes or corrections to the minutes of the March 29, 2023 Board meeting. A numbering error was corrected in the agenda. Ms. Fisher motioned to approve the March 29, 2023, meeting minutes as amended, seconded by Ms. Bednarski. All trustees voted yes. Motion carried.

FISCAL OFFICER AND FINANCE COMMITTEE REPORT: Mr. Costello reported on the March financials. Mr. Costello informed the Board that he reinvested matured funds and continues to utilize Commercial Paper to secure favorable return rates. Mr. Costello shared that actual year to date revenues and expenses are performing favorably to budget and are in line with 2022 expenses. Mr. Costello mentioned we are experiencing increased costs across all funds, with budgeted capital expenses the primary contributing factors. Ms. Stickney motioned to approve the March 2023 Financials, seconded by Ms. Schafer. All trustees voted yes. Motion carried.

APPROVAL OF MARCH GIFT REPORT: The Gift Report for March 2023 reported cash gifts of \$0.00. Ms. Fisher motioned to approve the March 2023 Gift Report, seconded by Ms. Gynn. All trustees voted yes. Motion carried.

INTERIM DIRECTOR'S REPORT: Mr. Ross referred to the activities in the Interim Directors Report and reported that he had attended Legislative Day in Columbus earlier that day and met with state representatives regarding the Public Library Fund and proposed tax rates. Mr. Ross discussed the proposed development of the Cowan property on Lake Road and clarified that the Library has not taken on an advisory role with any party involved with the development. Mr. Ross informed the Board that the contract template for the Children's Stairwell Mural has been reviewed by legal counsel and the project is on track for August installation.

APPROVAL OF COWAN POTTERY MUSEUM ASSOCIATES DONATION: Ms. Bednarski motioned to accept the Cowan Pottery Museum Associates Donation, seconded by Ms. James. All trustees voted yes. Motion carried.

DECLARE ITEMS AS SURPLUS: Mr. Matera informed the Board that the items to be declared surplus, two battery packs, were end-of-life technology equipment. Ms. Stickney motioned to approve items to be declared surplus, seconded by Ms. James. All trustees voted yes. Motion carried.

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

PRESIDENT'S REPORT: Ms. James reported five strong candidates have applied for the open trustee position. Interviews will take place in May by school board members Jessica Wilson, Lauren Negrey, and Ms. James.

Ms. James thanked fellow board members for volunteering their time; especially for the upcoming Director interviews.

Ms. James commended the staff for continuing to provide creative and inclusive programming, including the Ramadan displays from Melisa Naymik and Semanur Yalvac, and for Stacey Hayman's work on the Cuyahoga County Board of Developmental Disabilities grant.

COMMITTEE REPORTS:

BUILDING & GROUNDS: No report.

PERSONNEL: No report.

Search Taskforce: Ms. Gynn reported the job posting is now live at the Bradbury Miller website. It has also been posted to many library and general job search sites.

Applications must be submitted by May 28. The semifinalists will be identified in early June, with subsequent video interviews expected to happen the third week of June. The Search Taskforce will share details with the staff regarding the July 26 interviews with the finalists as soon as they are determined.

5. **NEW BUSINESS:** Ms. James made the motion to move into Executive Session to discuss the potential employment of a public employee at 7:58 p.m.; seconded by Ms Fisher. The roll was called; the vote resulted as follows:

Roll Call

Audra Bednarski	Yes
Jennifer Fisher	Yes
Ann Gynn	Yes
Jill James	Yes
David Sansone	Absent
Cynthia Schafer	Yes
Melissa Stickney	Yes

The board exited Executive Session at 8:55 p.m.

6. **ADJOURNMENT:** There being no further business, the meeting adjourned at 8:55 p.m.



Jill James, President



Dave Sansone, Secretary