

## Rocky River Public Library

### Board of Trustees Meeting

Wednesday, June 28, 2023

The regular meeting of the Board of the Rocky River Public Library was held in the Auditorium of the Library on Wednesday, June 28, 2023, at 7:00 p.m.

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

Also Present: Trent Ross (Interim Director)

1. **CALL TO ORDER:** Ms. James called the meeting to order at 7:01 p.m.

2. **INTRODUCTION OF INTERN:** Mr. Ross introduced summer intern and Cleveland State University student Ben Dizdarevic. Mr. Dizdarevic has assisted the Administration Department with the organizing of Library records and many other administrative tasks.

3. **COMMUNICATION:** Stacey Hayman, Outreach Services Manager, provided the Board with an Outreach Department update, including a summary of past and upcoming community events, programs, building loans, and staffing. Ms. Hayman also discussed the Cox Charities NE Ohio Grant and two Cuyahoga County Board of Developmental Disabilities Grants she helped secure for the Library in the past year.

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

**APPROVAL OF THE MAY 31, 2023 BOARD MEETING MINUTES:** Ms. James asked for any changes or corrections to the minutes of the May 31, 2023 Board meeting. Ms. Bednarski motioned to approve the May 31, 2023, after amending them to include the phrase 'All Trustees Voted Yes. Motion Carried.' in several approvals, seconded by Mr. Sansone. All trustees voted yes. Motion carried.

**FISCAL OFFICER AND FINANCE COMMITTEE REPORT:** No Fiscal Officer Report as Mr. Costello was not in attendance. Ms. Schafer reported the ADP fee report in the May financials is a monthly fee that has already been factored into the approved ADP purchase order.

**APPROVAL OF THE MAY FINANCIALS:** Ms. Schafer made a motion to approve the May Financials, seconded by Ms. Fisher. All trustees voted yes. Motion carried.

**APPROVAL OF MAY GIFT REPORT:** The Gift Report for May 2023 reported cash gifts of \$25.00 restricted to the General Fund for purchase of books. Ms. Stickney made a

motion to approve the May Gift Report, seconded by Ms. James. All trustees voted yes. Motion carried.

**INTERIM DIRECTOR'S REPORT:** Mr. Ross referred to the activities in the Interim Directors Report. The Summer Reading Kick-Off and Block Party held earlier in the month was a success with over 400 patrons in attendance. He thanked all staff involved in planning this inter-departmental event. Carpet is due to be replaced in the main staircase and Children's programming rooms. Mr. Ross reminded the Board to expect several insurance renewal updates in the coming months. NFP received an initial renewal quote for a 19% increase for health insurance. They will continue to negotiate and evaluate the market for better pricing before making a recommendation for Board approval.

**APPROVAL TO ACCEPT TWO PROPOSALS FROM ARCHITECTURAL FLOORS FOR CARPET AND INSTALLATION FOR \$16,676.00:** Ms. Schafer made the motion to accept two proposals from Architectural Floors for carpet and installation for \$16,676.00, seconded by Jill James. All trustees voted yes. Motion carried.

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

**PRESIDENT'S REPORT:** Ms. James reported Stacey Ganor has been selected as Library Trustee and will be sworn in at the July 26 Board Meeting. Thanks to the Director Search Taskforce, Ann Gynn and Dave Sansone for their assistance in the ongoing Director search. Ms. James thanked outgoing trustee Audra Bednarski for her dedicated service to the library.

**APPROVAL OF RESOLUTION 04-23 TO COMMEND RETIRING ROCKY RIVER PUBLIC LIBRARY TRUSTEE AUDRA BEDNARSKI:** Ms. Schafer made the motion to approve Resolution 04-03 To Commend Retiring Rocky River Public Library Trustee Audra Bednarski, seconded by Ms. Stickney.

Roll Call

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

Melissa Stickney                      Yes

**COMMITTEE REPORTS:**

**BUILDING & GROUNDS:** No Report. Next meeting will be scheduled at the end of the third quarter.

**PERSONNEL:** No Report.

**SEARCH TASKFORCE:**

**APPROVAL OF UP TO \$3000.00 FOR UP TO TWO ADDITIONAL BACKGROUND**

**CHECKS THROUGH BRADBURY MILLER:** Ms. Gynn made a motion to approve up to \$3000.00 for up to two additional background checks through Bradbury Miller, seconded by Ms. James. All trustees voted yes. Motion carried.


5. **NEW BUSINESS:** Ms. James made the motion to move into Executive Session to discuss the potential employment of a public employee at 8:00 p.m.; seconded by Ms. Schafer. The roll was called; the vote resulted as follows:

Roll Call

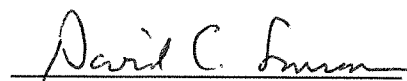
Audra Bednarski	Yes
Jennifer Fisher	Yes
Ann Gynn	Yes
Jill James	Yes
David Sansone	Yes
Cynthia Schafer	Yes
Melissa Stickney	Yes

The board exited Executive Session at 9:15 p.m.

6. **ADJOURNMENT:** There being no further business, the meeting adjourned at 9:15 p.m.



Jill James, President



Dave Sansone, Secretary