

## Rocky River Public Library

Board of Trustees Meeting

Wednesday, September 27, 2023

The regular meeting of the Board of Rocky River Public Library was held in the Auditorium of the Library on Wednesday, September 27, 2023, at 7:00 p.m.

Present: Jennifer Fisher, Stacey Ganor, Jill James, Cynthia Schafer, Melissa Stickney, and Ann Gynn (via telephone).

Not Present: Dave Sansone

Also Present: Trent Ross (Interim Director), Will Costello (Fiscal Officer), Peter Matera (Support Services Manager), Susan Gallagher (Friends of RRPL), Shannon Perkins (RRPL Foundation), John Zuercher (RRPL Foundation), Charlie Frankel (NFP), and Dave Lewis (NFP)

**1. CALL TO ORDER:** Ms. James called the meeting to order at 6:59 p.m.

**2. INTRODUCTION OF NEW EMPLOYEE:** Mr. Ross introduced new Circulation Manager, Annalisse Strippoli.

**3. COMMUNICATION:** Ms. James welcomed representatives of the Library support groups: Susan Gallagher of the Friends of Rocky River Public Library, and John Zuercher and Shannon Perkins of the Rocky River Library Foundation. Ms. Gallagher reported on Friends activities, which include the upcoming membership drive and Ongoing Book Sale in the Library lobby. The Friends are working on finishing touches to funding a scholarship for local high school students employed by the Library. Ms. Perkins and Mr. Zuercher reported on the recent energization of the Foundation board- 10 new members. Their first fundraising effort will be The Art Show and Soiree on October 6<sup>th</sup>. It has met with great community support. Over 20 local artists and several local high school art students will be participating. The Foundation will receive 25% of all art sales.

Mr. Ross introduced Charlie Frankel and Dave Lewis of NFP to present an opportunity to join a Council of Government (COG) to purchase group health insurance. Mr. Lewis discussed the challenges of purchasing health insurance in the public sector, and the advantages of possibly joining a COG to purchase health insurance. Group purchasing within a COG will allow for rate and network stability, full pharmacy benefits, risk sharing, low overhead, and plan design control.

## 4. BUSINESS OF THE BOARD

**APPROVAL OF THE AUGUST 30, BOARD MEETING MINUTES:** Ms. James asked for any changes or corrections to the minutes of the August 30, 2023, Board meeting. Ms. Ganor motioned to approve the August 30, 2023; meeting minutes seconded by Ms. Schafer. All trustees voted yes. Motion carried.

**FISCAL OFFICER AND FINANCE COMMITTEE REPORT:** Mr. Costello noted the Library is now doing payroll a little differently and is paying some agency checks directly, as a result, some items in bank reconciliations may look different. The Library received the final real estate settlement – the amount was higher than budgeted. Final distribution in September of Homestead Rollback. Total funds on hand are approaching 10 million. The Library is maintaining a fiscally responsible level of funds to set aside for capital projects and is in a good financial position overall. The new fund accounts will be in the September Fiscal Officer report. Bank accounts are fully open, funds are not fully transferred but should be by the end of September.

**APPROVAL OF THE AUGUST FINANCIALS:** Ms. Stickney made a motion to approve the August Financials, seconded by Ms. James. All trustees voted yes. Motion carried.

**APPROVAL OF AUGUST GIFT REPORT:** The Gift Report for August 2023 reported cash gifts of \$25.00. Ms. Fisher made a motion to approve the August Gift Report, seconded by Ms. Ganor. All trustees voted yes. Motion carried.

**INTERIM DIRECTOR'S REPORT:** Mr. Ross reported that the latest carpet project is complete. Mr. Ross explained some of the new afterschool programs and procedures aimed to set the students up for a successful year in the Library, which include after school hours in computer lab, tween scene drop-in on the mezzanine, and daily scheduled staff walk throughs so staff and students can get to know each other. So far it has proven to be effective. Five staff members are attending the Ohio Library Council conference in Cincinnati. The 2024 Public Library Association conference will be held in Columbus, looking forward to sending staff to a national conference next year. Mr. Ross shared updates and a black and white version of the Childrens Staircase mural set to be installed later this year.

**APPROVAL OF RESOLUTION 05-2023 ROCKY RIVER BOARD OF TRUSTEES JOINING THE NORTH CENTRAL OHIO COMPUTER COOPERATIVE/HEARTLAND COUNCIL OF GOVERNMENTS:** Ms. Fisher made the motion to approve Resolution 05-2023 Rocky River Board Of Trustees Joining the North Central Ohio Computer Cooperative/Heartland Council of Government; seconded by Ms. Schafer. The roll was called; the vote resulted as follows:

Roll Call

Jennifer Fisher	Yes
Stacey Ganor	Yes
Ann Gynn	Absent
Jill James	Abstain
David Sansone	Absent
Cynthia Schafer	Yes
Melissa Stickney	Yes

**APPROVAL OF THE PERSONNEL REPORT:** Mr. Ross noted Paul Monsour would be leaving the Library after 25 years of service and recognized his invaluable assistance, especially in the past several months. Ms. Ganor motioned to approve the August Personnel Report, seconded by Ms. James. All trustees voted yes. Motion carried.

**PRESIDENT'S REPORT:** Ms. James thanked staff for continuing great programming - looking forward to the Multicultural Fest on Saturday September 30.

**COMMITTEE REPORTS:**

**BUILDING & GROUNDS:** Ms. Stickney reported on the Building and Grounds Meeting on September 20. Thanked Greg Jackson for working closely with TLR and saving the Library a great deal of money. The IPS report will include several needed updates through 2024 – the first of which will be the replacement of a server.

**PERSONNEL:** Ms. Gynn stated the Personnel Committee will be meeting monthly through January 2024.

**NEW DIRECTOR TRANSITION TEAM:** Ms. Fisher reported the transition team worked closely with Krista Carte to schedule meetings with Jessica Breslin and all members of the RRPL leadership team and board members during her first month as Director. The personnel committee will put procedures in place for a review process.

5. **ADJOURNMENT:** There being no further business, the meeting adjourned at 8:44 p.m.



Jill James, President

  
 Dave Sansone, Secretary