

Rocky River Public Library

Board of Trustees Meeting

Wednesday, October 25, 2023

The regular meeting of the Board of Rocky River Public Library was held in the Auditorium of the Library on Wednesday, October 25, 2023, at 5:30 p.m.

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

Not Present: Dave Sansone

Also Present: Will Costello (Fiscal Officer), Peter Matera (Support Services Manager), Dori Olivos (Adult Services Manager), and Greg Hatch (Curator/Historian)

1. CALL TO ORDER: Ms. James called the meeting to order at 5:30 p.m.

2. COMMUNICATION: Dori Olivos, Adult Services Manager, reported on the highlights in the department and some of the new, notable, and popular programs and services, which included Summer Reading Kick-Off, PrideFest, Multicultural Festival, and the Banned Book Read-a-thon. New York Times All Access, and Library Speakers Consortium are some of the new online services. The Library hosted National History Day practice for high school students and teen participation increased this year. The Library will continue to offer non-traditional items to the “& More” collection. The board thanked Ms. Olivos for inclusive and entertaining programming.

Greg Hatch, Curator/Historian, reports the five-year rotational appraisal of Cowan objects has been completed and the appraisal of non-art objects will begin next year. Mr. Hatch stated the current Thelma Frazier exhibit has been very successful – the next exhibit ‘Let There Be Light’, a collection of candlesticks and lamps, will open on February 15.

Programming for Cowan Pottery will shift to programs throughout the year. Cowan tours are offered monthly. The board thanked Mr. Hatch for making Cowan more accessible to all patrons in the community.

3. BUSINESS OF THE BOARD

APPROVAL OF SEPTEMBER 27, 2023 BOARD MEETING MINUTES: Ms. James asked for any changes or corrections to the minutes of the September 27, 2023 Board meeting. Ms. Fisher motioned to approve the September 27, 2023 meeting minutes, seconded by Ms. Ganor. All trustees voted yes. Motion carried.

FISCAL OFFICER AND FINANCE COMMITTEE REPORT: Mr. Costello is working on a long-term forecast, but in general, revenues are higher than budgeted and expenditures are on pace with last year. Mr. Costello attended Fiscal Officer

Training. He will meet with Brian Carter from Fifth Third Bank before Thanksgiving. The Meeder account is ready to be closed and will transfer interest.

APPROVAL OF THE SEPTEMBER FINANCIALS: Ms. Schafer made a motion to approve the September Financials, seconded by Ms. James. All trustees voted yes. Motion carried.

APPROVAL OF SEPTEMBER GIFT REPORT: The Gift Report for September 2023 reported cash gifts of \$0. Ms. Stickney made a motion to approve the September Gift Report, seconded by Ms. Fisher. All trustees voted yes. Motion carried.

APPROVAL OF RESOLUTION 06-2023 REQUESTING ADVANCES OF FUNDS FROM THE COUNTY FISCAL OFFICER: Ms. Ganor made a motion to approve Resolution 06-2023 Requesting Advances of Funds from the County Fiscal Officer, seconded by Ms. Schafer. The roll was called; the vote resulted as follows:

Roll Call

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

DIRECTOR'S REPORT: Ms. Breslin reported her onboarding experience was warm and organized, and while the month was very busy, she was able to meet with all department managers, board members and many staff members. Budget meetings with each manager proved helpful in understanding how each department uses their funds throughout the year, and Staff Day on October 9 was another informational introduction to the entire staff. The Library hosted the County Budget Commission on October 4, 2023 which provided an opportunity to meet with the Directors and Fiscal Officers from the nine Cuyahoga County library systems. The sold-out Art Show and Soiree proved to be a successful first venture for the new board of the RRPL Foundation and was a beautiful community event. Dave Lewis from NFP reports that due to several large claims, the underwriters for the Heartland COG rejected the Library's request to participate. They will try again next year during the renewal process.

APPROVAL OF 2024 BOARD OF TRUSTEE MEETING DATES: Ms. Schafer noted the August 28, 2024 board meeting date was incorrectly listed as a Monday. Ms. James noted monthly board meetings in 2024 will start at 5:30 pm. The board will reassess the start time should members of the public voice concern over the start time. Ms. Stickney made a motion to approve the corrected board of trustee meeting dates for 2024, seconded by Ms. Ganor. All trustees voted yes. Motion carried.

APPROVAL OF 2024 LIBRARY CLOSING DATES: Ms. Breslin stated the April 8, 2024 closing date is due to the solar eclipse. City officials are expecting a sharp increase in traffic on that date and Rocky River City Schools will be closed as well. Staff Day will be a bi-annual event, so there will be no closing date in October for Staff Day in 2024. Ms. Gynn made the motion to approve the 2024 Library Closing Dates, seconded by Ms. Ganor. All trustees voted yes. Motion carried.

APPROVE PURCHASE OF REPLACEMENT SECURITY SERVER: Ms. Breslin noted that while the quote for the server was higher than anticipated, it will bring the Library up to compliance with the John McCain National Defense Authorization Act and provide many enhancements and upgrades including 10 new security cameras. Annual fees for licensing will be per camera. Ms. Fisher made the motion to approve the purchase of a replacement security server, seconded by Ms. James. All trustees voted yes. Motion carried.

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

PRESIDENT'S REPORT: Ms. James thanked everyone involved in having a Director in place. The Library is well positioned for the future. The Foundation and Trent Ross were commended for organizing The Foundation's successful Art Soiree.

COMMITTEE REPORTS:

BUILDING & GROUNDS: Ms. Stickney noted the 4th quarter meeting will be held December 5, 2023.

PERSONNEL: Ms. Gynn reported that updates to salary compression will appear in the 2024 budget.

4. EXECUTIVE SESSION: Ms. Stickney motioned to enter executive session at 6:12 p.m. to discuss the employment of a public employee, seconded by Ms. Schafer. The roll was called; the vote resulted as follows:

Roll Call

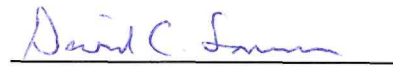
Jennifer Fisher

Yes

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

The board exited executive session at 7:07 p.m.

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


Jill James, President
Dave Sansone, Secretary