

## Rocky River Public Library

Board of Trustees Meeting

**Wednesday, June 26, 2025**

The regular meeting of the Board of Rocky River Public Library was held in the Auditorium of the Library on Wednesday, June 25, 2025 at 5:30 p.m.

Present: Jenny Fisher, Stacey Ganor, Ann Gynn, and Cynthia Schafer

Not Present: Jill James, Matt Knickman, and Melissa Stickney

Also Present: Peter Matera, (Director), Trent Ross (Deputy Director), and Will Costello (Fiscal Officer)

**1. CALL TO ORDER:** President Jenny Fisher called the meeting to order at 5:31 p.m.

### **2. BUSINESS OF THE BOARD**

**APPROVAL OF MAY BOARD MEETING MINUTES:** Ms. Fisher asked for any changes or corrections to the meeting minutes. Ms. Ganor asked for clarification regarding Resolution 02-25. Mr. Costello explained the tax assessment is on behalf of the Library. Ms. Ganor made a motion to approve the May Board Minutes, seconded by Ms. Gynn. All trustees voted yes. Motion carried.

**FISCAL OFFICER AND FINANCE COMMITTEE REPORT:** Mr. Costello reported the Year-To-Date revenue and expenses are going well with budget and on the same path as last year. The Fed rates are expected to continue to drop, and as they do, we will explore investments with higher returns. Mr. Costello will have a discussion with Brian Carter at Fifth/Third about future investment strategy in July or August. Mr. Costello suggested watching cash flow as we look ahead.

**APPROVAL OF JUNE 2025 FINANCIALS:** Ms. Schafer made a motion to approve the June 2025 Financials, seconded by Ms. Fisher. All trustees voted yes. Motion carried.

**APPROVAL OF THE JUNE 2025 GIFT REPORT:** Mr. Matera reported another gift in memory of Lois McConaughy for \$91.80. Ms. Ganor made a motion to approve the June 2025 Gift Report, seconded by Ms. Gynn. All trustees voted yes. Motion carried.

**DIRECTORS REPORT:** Mr. Matera reported he is planning to schedule Active Threat Training for staff through Ohio Schools Council. This would include a security assessment and training for the entire staff. As staff have not had in-person training for several years and in light of the recent Shaker Heights shooting it is time to have in-person training. Mr. Matera shared updated information about the accident in the parking lot involving the lamppost. Once drawings from the city engineer are available, the Library can begin moving forward with the insurance claim and begin repair work. Mr. Matera is closely monitoring state budget funding that will be voted on at the end of the month. The Senate's version included adding five state library agencies to the PLF to receive \$10,000,000, from the top, which is a big hit for public libraries. He spoke with Mark Musson about the materials provision portion of the budget and Mr. Musson agrees that the wording is quite vague and would be difficult to enforce. A 90-day period would likely go into effect before libraries would have to

begin to make changes. Referendums and class action lawsuits could be filed; however, it is far too early to consider any action of that sort. OLC has asked for a call to action from Ohio libraries related to the materials provision asking concerned citizens to contact Governor DeWine to respectfully urge him to veto ORC Section 3375.47 in House Bill 96, with emphasis that the governor is a champion of libraries. Mr. Matera will send staff an email after tonight's meeting and a special eblast will be shared with RRPL patrons on Thursday June 26. Ms. Schafer thanked the Library for clear messaging. Mr. Matera explained Kastner Westman & Wilkins law firm presented ADA /FMLA training to all managers. One of the major focuses of the training was issue recognition, clarifying to all managers that they are agents of the library and obligated to inform HR to report issues regarding staff. Trustees reviewed and discussed the Strategic Plan draft included in the board packet. Mr. Matera stated the plan is still in draft form and will continue to be pared down by the Strategic Planning Team in the coming weeks. Ms. Fisher inquired about including an estimated cost for activities in the plan. Mr. Costello stated a strategic plan is a road map for budgeting and any activity in the plan should be realistically achievable based on the current understanding of the library budget and should be fiscally responsible. Ms. Ganor suggested shortening the Healthy Organization portion to match other goals in the plan and combine 'transparent communication' with 'improve internal operations. The trustees deliberated the use of lenses and the inclusion of DEIA phrasing in the plan and agreed that the three lenses will be included in the external version of the plan in some form in the introduction of how the plan was developed. Trustees discussed the language used in the plan. Ms. Gynn said she strongly supports that the plan be explicit about RRPL being welcoming to all, as that sentiment is needed now more than ever. She suggested reflecting RRPL's commitment to diversity, equity, and inclusion using language other than the DEI acronym. The three letters can be low-hanging fruit for critics of the library. She said reviewing and potentially addressing their criticism about "DEI" could take away time from the more important work of RRPL staff and board. She said she would ultimately support whatever language leadership chose to illustrate RRPL's commitment. Mr. Matera stated there is value in seeing those words and it is important for the community to see what the Library stands for. Ms. Ganor added while there is risk for using some words, we should be clear about who we are and what we support. The Library staff will see the internal final draft of the Strategic Plan in September and will discuss the roll-out and details at Staff Day on October 13.

**APPROVAL OF CIVICA NOT TO EXCEED \$39,150.00:** Mr. Matera reported the server on the premises affiliated with CMI needs to be replaced and after much research found moving to a cloud-based service was the best option. The fee includes migration, implementation, and training and the annual rate will increase slightly. The CIVICA upgrade was expected already included in the budget. Ms. Gynn made a motion to approve CIVICA not to exceed \$39,150.77, seconded by Ms. Ganor. All trustees voted yes, motion carried.

**APPROVAL OF THE JUNE 2025 PERSONNEL REPORT:** No appointments, separations, or adjustments were reported. Ms. Ganor made a motion to approve the June Personnel Report, seconded by Ms. Gynn. All trustees voted yes. Motion carried.

**PRESIDENT'S REPORT:** Ms. Fisher reported Don Bierut has been appointed as the new RRPL trustee and will be sworn in at the August 6th meeting. The orientation process will take place in July. She thanked the RRCSD for their support and assistance during the interview process. Ms. Fisher congratulated staff for their success in working with the afterschool crowd this year. It was a team effort and so encouraging to watch the staff take on a challenge and find effective solutions. Ms. Fisher thanked staff for the Pride Fest planning. Summer Reading Programs off to a great start. She thanked managers for the informative departmental reports, and for meeting the needs of this community.

**COMMITTEE REPORTS:**

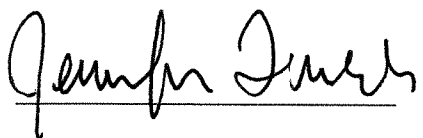
**Building & Grounds:** No report.

**Personnel:** Ms. Ganor reported the compensation study will be moving forward. She thanked Trent Ross for a very comprehensive staffing / programming report. The committee feels a workplace analysis is not needed currently. Ms. Ganor reported that while RRPL's staffing numbers are somewhat high, they are very comparable with other libraries of the same size. The new HR generalist position will be posted sooner rather than later.

**Strategic Task Force:** Ms. Gynn welcomed trustee Cindy Schafer to the Strategic Task Force committee. Meetings will be held on the second Thursday of the month at 4:30. All trustees are invited to attend. The August meeting will focus on budget forecasting. Starting with the trustee appointment in 2026, the terms of library trustees will be four years instead of a seven year term.

**5. NEW BUSINESS:** Ms. Fisher thanked Peter Matera for 'jumping into the deep end' during his first several months as Director of RRPL. His thoughtful interactions and communications with staff, patrons, area library directors, and OLC are very appreciated.

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



Jennifer Fisher, President

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Cynthia Schafer, Secretary