

Twinsburg Public Library
Board of Trustees Meeting
April 17, 2024, 6:00pm



Present: President Mark Durbin, Secretary Matt Cellura, Suzanne Hawthorne-Clay, Walter Hoffmann, Mary Johnson, Sam Taylor, and Holly Toth.

Also Present: Director Laura Leonard, Fiscal Officer Kile Byington, Assistant Director Cari Dubiel, and Administrative Assistant Jill Liepins

Call to Order: President Mark Durbin called the meeting to order at 6:01 p.m.

Minutes of Last Meeting: Matt Cellura moved to approve the March 20, 2024, regular meeting minutes. Mary Johnson seconded the motion. The motion was approved.

Audience Participation: Darla Woods, Children’s Services Associates, and Emma Warren, ALIS Associate, were introduced. Also, Marco Ciccarelli from studioTechne presented an update on the upcoming renovations to the Library. He explained some changes that were made to the original concept after previously meeting with several staff members.

President’s Report: President Durbin attended PLA in Columbus, OH with Laura Leonard, Kaitlin Walker, and Heidi Brown-Beuck.

Fiscal Officer Kile Byington Reported:

- State tax revenues were down 9% from estimated.
- Auditor is still working on 2022-2023 Audit.
- ALT has removed the coin machine boxes and we are waiting to see if they are able to be repaired or need to be replaced.
- Began working on five year forecast. Will look at capital budget first to get a better idea for 2025 tax budget. Will have more information to work with after the Building and Grounds Committee meets.
- Reviewing records retention policy with Laura. Will schedule a meeting for June.
- Working on a health benefits analysis to be able to make some recommendations in the Fall.
- Attending Local Government Officials conference March 26-28, and OLC Legislative day on April 24th, both in Columbus.

March 2024 Fund Balances

General Fund	1,077,567.58
Friends Fund	19,751.20
Building and Repair Fund	841,332.59
Technology Fund	80,529.98
Total All Funds	<u>2,019,181.35</u>

Sam Taylor moved to approve the March 2024 Financial Report. Suzanne Hawthorne-Clay seconded the motion. A roll call vote was taken and passed:

Yes: Mr. Cellura, Mr. Durbin, Dr. Hawthorne-Clay, Mr. Hoffmann, Mrs. Johnson, Dr. Taylor, Mrs. Toth
No: None

Director, Laura Leonard Reported:

- Appeared before the parole authority on April 17th in Akron, regarding the trespassing issue we had in February.
- The Library had a complaint regarding unequal treatment of children due to race, but Miss Leonard was able to answer the complaint with some resolution due to the ability to view the incident on camera.

- The new electronic sign should be installed Monday, April 22nd.
- Sam Bell, ALIS Librarian, and Lana Furniss, Public Services Assistant, have resigned. Jasmine McNair has been rehired to fill in for Sam's absence. Page interviews are being scheduled.
- On Wednesday, April 17th, the Library had a delayed opening due to a plumbing issue. The water was shut off to the building in the morning and therefore the building could not open until 12:00 pm. Unfortunately, the issue was not resolved and the Library will have to be closed the entire day, Monday, April 29th, so that the Cleveland Water Company can come out and fix the problem.
- The people of interest who stole from our Friend's Shop were spotted at the Nordonia Public Library Friend's Shop. They did not steal anything, but they were recognized by the volunteer who is related to a TPL Friend. Their identity was reported to the Twinsburg Police Department, who informed them that they were not allowed back on Library property, or it would be considered trespassing.
- There were no issues on Eclipse Day. Staff were able to go outside and watch the Eclipse with patrons. Jodie Lyons reached out to Astronauts Without Borders to talk about recycling used eclipse glasses. The Library was added to a list of acceptable donation sites. The response has been overwhelming. We will continue to accept glasses until the end of April.
- Electronics Recycling Day: April 20, 2024, 9:00 am to 12:00 pm.

Cari Dubiel Reported:

- Still interviewing for Children's Associate.
- Working on June author fair with Alex Smith and Megan Crocco.
- The current catalog software, Enterprise by SirsiDynix, will be replaced by Aspen Discovery, from ByWater Solutions. The release date will be October 28, 2024. This will be a much more user friendly experience at no cost to us since it is part of our CLEVNET subscription.
- Sam Bell, Ashley Sroka, Melissa Tallis, and Bonnie Berg-Simmons attended the PLA Conference in Columbus, OH.

Committee Reports:

Building and Grounds: Next meeting is April 30, 2024, at 4:30 pm.

Personnel: No Report

Finance: Next meeting is May 8, 2024, at 5:30 pm.

Friends of the Library: Mary Johnson reported: Next meeting is Wednesday, April 24, 2024, at 5:30 pm.

Library Foundation: Suzanne Hawthorne-Clay reported: The mini golf event is next weekend, April 26th and 27th. The Saturday event will be free thanks to all of the sponsors.

Unfinished Business: Kile Byington will attend OLC Legislative Day on April 24th in Columbus. The OLC Trustee dinner will be on May 2nd and attended by several board members, along with Laura Leonard and Kile Byington.

New Business: None

CONSENT AGENDA:

A consent agenda of one resolution was presented to the Board:

2024-11 Motion to dispose of assets as presented.

Matt Cellura moved, Sam Taylor seconded. A roll call vote was taken and passed:

Yes: Mr. Cellura, Mr. Durbin, Dr. Hawthorne-Clay, Mr. Hoffmann, Mrs. Johnson, Dr. Taylor, Mrs. Toth

No: None

Mary Johnson moved to adjourn at 7:39 p.m. Holly Toth seconded. The motion was approved.

President

Secretary

The next meeting is scheduled for Wednesday May 15, 2024, at 6:00 p.m.
in the Bissell Local History Room.