

**The Twinsburg Public Library
Board of Trustees Regular Meeting
May 18, 2022
Bissell Local History Room - 6:00 p.m.**

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

Members Absent: None

Also Present: Director Laura Leonard and Administrative Assistant Jill Liepins

Call to Order: President Holly Toth called the meeting to order at 6:00 p.m.

Minutes of Last Meeting: Mary Johnson moved to approve the April 20, 2022 regular meeting minutes as amended. Mark Durbin seconded the motion. The motion was approved unanimously.

Correspondence: None

Remonstrance: None

President's Report: Holly Toth said she is looking forward to Summer Reading Club events.

Fiscal Officer's Report: The Board reviewed the April 2022 Financial Report. The balances for April are:

General Fund	1,556,053.98
Friends Fund	32,475.69
Coronavirus Relief Fund	0
Building and Repair Fund	432,152.58
Technology Fund	73,910.85
Total All Funds	<u>2,094,593.10</u>

Sam Taylor moved to approve the April 2022 Financial Report. Suzanne Hawthorne-Clay seconded the motion. A roll call vote was taken:

Roll Call: Matt Cellura – yes Mary Johnson – yes
 Mark Durbin – yes Sam Taylor – yes
 Suzanne Hawthorne-Clay – yes Holly Toth – yes
 Walter Hoffmann – yes

The motion was approved unanimously by roll call vote.

Director's Report: Area Managers' reports included in packet.

Laura Leonard Reported:

- Have been continuing doing Fiscal Office duties daily. Fiscal officers from Stow, Hudson, and Cleveland Heights have been extremely helpful.
- The bookmobile will hopefully be delivered by the end of the month. Once it has arrived, VMS will start working on wrapping. We should be able to have it in the Twins Days Parade in August.
- Maria Pioske's last day is May 27th. Julie Strok will be the interim Assistant Manager.
- Interviewing has begun for the Outreach/Special Projects position.
- Discussed placing an e-waste recycle bin at the Library. More information can be found at <https://summitecycle.com/>. Concerns of vandalism and theft were also discussed and will be addressed.
- Facility updates: the painting in the Children's and Teen area is complete. KGK will begin shortly fixing the retaining wall and sanding the Reading Garden. We also hope to have the parking lot resealed this summer.

Committee Reports:

Building and Grounds:

Matt Cellura reported:

Received the building assessment from @estimates. Will schedule a walk thru once reviewed.

Personnel:

Suzanne Hawthorne-Clay Reported:

- After the first round of 5 interviews for Fiscal Officer, there are 2 remaining candidates that will come back for a second interview. Both interviews will be with the entire Board of Trustees on Monday, May 23, 2022. Afterwards, the Board will make a final decision and offer the position the next day.

Finance:

- Presented and discussed the 2023 Tax Budget

Friends of the Library:

- Next meeting June 22, 2022, at 5:30 pm.

Library Foundation:

Suzanne Hawthorne-Clay Reported:

- Will begin selling the Foundation Experience tickets in July. The event is November 17th.
- Next mini golf fundraiser tentatively scheduled for April, 28 & 29, 2023.
- The Foundation will cover the cost for the replacement of the partition doors in the storytime rooms.
- Next meeting May 24, 2022, at 7:00 pm.

Unfinished Business: None

New Business:

- Second Quarter staff appreciation planning by SHARP committee.

CONSENT AGENDA:

A consent agenda of 3 items was presented to the Board:

Motion to approve the 2023 Tax Budget.

Motion to approve the Second Quarter Staff appreciation at a cost not to exceed \$350.00.

Motion to allow the Director to have an e-waste recycle bin installed on the Library property in accordance with city code requirements.

Matt Cellura moved to approve all consent agenda items as read. Walter Hoffmann seconded the motion. After discussion, a roll call vote was taken:

Roll Call:	Matt Cellura – yes	Mary Johnson – yes
	Mark Durbin – yes	Sam Taylor – yes
	Suzanne Hawthorne-Clay – yes	Holly Toth – yes
	Walter Hoffmann – yes	

Consent agenda passed unanimously by roll call vote.

Mary Johnson moved to adjourn at 7:09 p.m. Mark Durbin seconded the motion. The motion was approved unanimously.

The next meeting is scheduled for Wednesday June 15, 2022 at 6 p.m. in the Bissell Local History Room.

President

Secretary

Mailing/Handouts: May 18, 2022 Meeting Agenda; April 18, 2022 Meeting Minutes; Financial Reports as of April 30, 2022; April 2022 Director’s Report; Department Managers’ Report; April 2022 Circulation Statistics; 2023 Tax Budget