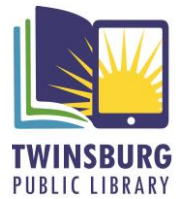


Twinsburg Public Library
Board of Trustees Meeting
January 15, 2025 6:00 pm



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

Absent: None

Also Present: Director Laura Leonard, Fiscal Officer Kile Byington, Administrative Assistant Jill Liepins and Guests: Becki Kovach and Walter Hoffmann

Call to Order: President Mark Durbin called the meeting to order at 6:03 p.m.

Minutes of Last Meeting: Matt Cellura moved to approve the December 18, 2024, regular meeting minutes. Mary Johnson seconded the motion. The motion was approved.

President's Report: None

The Nominating Committee presented the slate of officers for 2025.

President – Suzanne Hawthorne-Clay
Vice President – Matt Cellura
Secretary – Sam Taylor

Nominations from the floor were requested three times and hearing none, the nominations were closed. Mary Johnson moved to accept and elect the nominated officers. Holly Toth seconded the motion. A roll call vote was taken and passed:
Yes: Mr. Cellura, Mr. Durbin, Dr. Hawthorne-Clay, Mrs. Johnson, Dr. Taylor, Mrs. Toth
No: None

Committees for 2025 were set as follows:

Building and Grounds	Matt Cellura, Holly Toth, Mark Durbin
Finance	Sam Taylor, Mary Johnson, Becki Kovach
Personnel	Mark Durbin, Sam Taylor, Matt Cellura
Foundation Liaison	Holly Toth
Friends Liaison	Mary Johnson
Summit County Trustee	Sam Taylor

Sam Taylor moved to appoint Kile Byington as Fiscal Officer in 2025. Mark Durbin seconded the motion. A roll call vote was taken and passed:

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

Matt Cellura moved to appoint Laura Leonard as Deputy Fiscal Officer in 2025. Mary Johnson seconded the motion. A roll call vote was taken and passed:

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

Oath of Office: Fiscal Officer Kile Byington and Deputy Fiscal Officer Laura Leonard took the oath of office for their respective positions as notarized by Kayla Kochis

Fiscal Officer Kile Byington Reported:

- The 2024 Fiscal Year is closed. Presented and discussed 2023 v 2024 data. Will include the Annual Financial Report in next board packet.
- PLF for fiscal year 2024 was on target at 8% below 2023.

- Attended a client seminar from Kastner, Westman, and Wilkins, LLC (Library’s HR counsel). Discussed HR compliance updates for 2025, including ADA and FMLA compliance, Labor Law, and Employee Policy.
- On vacation January 23-28.

December 2024 Fund Balances

General Fund	1,042,081.31
Friends Fund	15,788.83
Building and Repair Fund	1,071,592.23
Technology Fund	83,659.47
Total All Funds	<u>2,213,121.84</u>

Sam Taylor moved to approve the December 2024 Financial Report. Mark Durbin seconded the motion. A roll call vote was taken and passed:

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

Director, Laura Leonard Reported:

- Ohio Sunshine Law training can be found at the following link:
<https://www.ohioattorneygeneral.gov/Legal/Sunshine-Laws/Sunshine-Law-Training>
- We were not able to get a recycle bin from our current recycling company for the ALIS weeding project so Corrigan Moving Systems is helping us by providing large boxes that they will haul away once full. Those books will be taken to Savers, a thrift store in Cleveland.
- Corrigan will also be here during our closed staff training day, February 24th, to move shelving for the ALIS project.
- Ashley Sroka, ALIS Librarian, Betsy Rohr-Thompson, Children’s Associate and Meadow Weiss, Page, have resigned. Emily Warren, ALIS Librarian, has been promoted to full-time.
- Cari Dubiel is working on a date and time for CPR and AED training for interested staff.
- The Library is co-sponsoring a Black History event with the Twinsburg School District PTA on February 23rd. The Kent State University African Ensemble will perform.

Committee Reports:

Building and Grounds: Matt Cellura reported: Met with Laura and discussed major concerns with the renovation project with the Library’s construction attorneys at Bricker Graydon, LLP. The Building and Grounds committee will meet January 16, 2025 at 6:00 pm with the architect to discuss the ALIS renovation moving forward.

Personnel: None

Finance: None

Friends of the Library: Next meeting January 23, 2025 at 5:30 pm.

Library Foundation: Suzanne Hawthorne-Clay reported: The Foundation will use the Library’s display cases in February to provide information on the mission of the Foundation and the different ways they support the Library.

Unfinished Business: None

New Business: Presented 2025 Board of Trustee calendar.

CONSENT AGENDA:

2025-1 Accept a \$30,000 restricted donation from the Twinsburg Public Library Foundation into the Building and Repair-401 Fund towards the purchase of study booths and a study niche and new material shelving/display and seating.

2025-2 Accept an \$18,000 restricted donation from the Twinsburg Public Library Foundation into the Building and Repair-401 Fund towards the purchase of desking and storage for the Children's Services office to be purchased from APG Office Furnishings.

Matt Cellura moved. Mark Durbin seconded. A roll call vote was taken and passed:

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

No: None

Mary Johnson moved to adjourn at 7:04 p.m. Holly Toth seconded. The motion was approved.

President

Secretary