

**The Twinsburg Public Library
Board of Trustees Regular Meeting
May 19, 2021
Meeting Room 1 - 6:00 pm**

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

Members Absent: None

Also Present: Director Laura Leonard, Fiscal Officer Allison Chance, 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: Mark Durbin moved to approve the April 21, 2021 regular meeting minutes as mailed. Suzanne Hawthorne-Clay seconded the motion. The motion was approved unanimously.

Correspondence: None

Remonstrance: Laura Leonard introduced the following new employee:

- Kayana Martin, Youth Services Library Associate

President's Report: Holly Toth will be attending a virtual Trustee Town Hall on May 20th.

Fiscal Officer's Report: The Board reviewed the April 2021 Financial Report. The balances for the April report are:

General Fund	1,363,527.07
Friends Fund	33,611.60
Coronavirus Relief Fund	4,503.77
Building and Repair Fund	162,438.98
Technology Fund	92,426.60
Total All Funds	<u>1,656,508.02</u>

Mark Durbin moved to approve the April 2021 Financial Report. Sam Taylor 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.

Allison Chance Reported:

- PLF for April 2021 came in at approximately -4.94% below what ODT estimated in December 2020. June distribution should make up for the loss due to the delay in income tax filings from April to May.
- The Ohio Library Council met with the Senate leadership to discuss library funding. Several state senators will submit an amendment to maintain the PLF at 1.7%.
- Star Plus has transitioned to Government Insured Deposit Program (GIPD) managed by Meeder Investment Management.
- A restitution payment was made to the library, for \$913.80, from the Criminal Municipal Court in Stow. Jordan Powell plead guilty to petty theft, a result from taking items from the library and not returning them, a first-degree misdemeanor.

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

Laura Leonard Reported:

- Karen Greenwalt has replaced Sharon Barry as a PSA. Shannon Pritchard returned to run Smart Recover, an online program for independence for addiction.
- The Friends purchased a new 16'x30' tent for the library that will be installed outside near the children's storyhour rooms. This will be used for outdoor events that may be affected by weather. They have also purchased new Summer Reading Club banners for the parking lot.
- A section of the retaining wall is slightly leaning in. KGK will give us a quote to fix it.
- The flooring in the kitchen will be replaced by the end of June.
- The staff continues to be innovative with new programs as well as keep what we have learned from the pandemic. From reviewing our tutoring policy to programs in the garden, there are a lot of ideas that have been recommended and implemented.

Committee Reports:**Building and Grounds:**

Chair Matt Cellura Reported:

- Met on May 8th to discuss building concerns. Wadsworth will be replacing the five boilers with two new ones. These work just as efficiently as the current boilers. The Library will not have to go out for public bid for this project.
- The roof in the old section of the building will need to be replaced in approximately 2024.
- Mike Dixon is getting quotes to reseal and restripe the parking lot. This may also have to be completely replaced by 2024.
- Allison will be looking into funding mechanisms, such as loans, for the large capital projects.

Sam Taylor moved to approve the 2022 Tax Budget. 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.

Sam Taylor moved to approve the Second Quarter Staff Appreciation at a cost not to exceed \$250. Matt Cellura 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.

Mary Johnson moved to adjourn at 6:59 p.m. Mark Durbin seconded the motion. The motion was approved unanimously.

The next meeting is scheduled for Wednesday, June 16, 2021 at 6 pm in the Bissell Local History Room.

President

Secretary

Mailing/Handouts: May 19, 2021 Meeting Agenda; April 21, 2021 Meeting Minutes; Financial Reports as of April 30, 2021; April 2021 Department Managers’ Report; April 2021 Circulation Statistics; Circulation Comparison Chart for April 2021 for all Clevnet Libraries; 2022 Tax Budget; Final Approved 2019-2020 Annual Report; Summer Program Mailer.