



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, Assistant Director Cari Dubiel, Fiscal Officer Kile Byington, and Administrative Assistant Jill Liepins

Call to Order: President Mark Durbin called the meeting to order at 6:00 p.m.

Minutes of Last Meeting: Matt Cellura moved to approve the September 18, 2024, regular meeting minutes. Suzanne Hawthorne-Clay seconded the motion. The motion was approved. Sam Taylor moved to approve the June 19, 2024, regular meeting minutes. Holly Toth seconded the motion. The motion was approved.

President's Report: None

Fiscal Officer Kile Byington Reported:

- Working on the 2025 temporary appropriations. Waiting for bid date before finalizing capital appropriations. Will present this to the Finance Committee along with the draft of the five-year operating forecast and results from the NEO salary survey at the next meeting.
- Presented and discussed health benefits quotes and options from Medical Mutual. Also included information on other comparable libraries and what they include in their premium costs.
- Chuck Bonacci, an attendee of the staff training day, was incredibly complimentary of the staff in general at our library as well as giving specific kudos to the staff who are bringing in service resources and reaching out to the community. The programs he talked about were the ODJFS, new American resources, and bookmobile and outreach.

September 2024 Fund Balances

General Fund	1,638,388.75
Friends Fund	15,736.71
Building and Repair Fund	821,867.34
Technology Fund	82,642.25
Total All Funds	<u>2,558,635.05</u>

Sam Taylor moved to approve the September 2024 Financial Report. Mary Johnson 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:

- Presented and discussed timeline for weeding and moving of ALIS collection in preparation for renovation. Renting a POD to temporarily house the weeded books and shelving. The Friends are discussing having a large sale in January with all of the weeded books.
- New hires: Stacey Hawthorne, Acquisitions and Processing, October 28th; Cheyenne Dees, Children's Associate, November 6th; Emma Sturm, Children's Associate, November 11th; and Megan Babin, Children's Associate, November 18th.
- Laura and Kevin Kelly met with Ericsson, a network and telecommunication company, to discuss internet access options for the bookmobile.

Committee Reports:

Building and Grounds: Will schedule meeting once constructions drawings are available.

Personnel: Suzanne Hawthorne-Clay reported: Calculating survey results from Director and Fiscal Officer evaluations.

Finance: Sam Taylor discussed the Summit County Trustees Council meeting he attended on October 10th. The next finance committee meeting is November 6, 2024 at 4:00 pm.

Friends of the Library: Mary Johnson reported: Friends 30th anniversary is October 20th at 2:00.

Library Foundation: Suzanne Hawthorne-Clay reported: As of October 16th, 80 tickets have been sold for the Experience.

Unfinished Business: There are four candidates for the open Board of Trustees seat. Jill Liepins will set up interviews with each for November 23, 2024 beginning at 9:00 am.

New Business: Laura Leonard presented the board with two new Twinsburg Public Library logos that were previously presented to the staff. As discussed, rebranding is part of the five year strategic plan. The board will vote on the new logo at one of their upcoming meetings.

CONSENT AGENDA:

2024-22 Allow the Director to enter into a Landscape Maintenance Contract with Vizmeg Landscape for \$21,490 for the 2025 season and accepting a 3-year proposal with 2.0% increases for 2026 and 2027.

2024-23 Motion to approve the Summit County Library Trustees Council consensus of Public Library Fund distribution of 7.06649 % for 2025.

Matt Cellura moved. Sam Taylor 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

Matt Cellura moved to convene an Executive Session to discuss an investigation of complaints against a public employee at 7:51 pm. Holly Toth seconded. A roll call vote was taken.

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

No: None

Suzanne Hawthorne-Clay moved to come out of Executive Session at 8:55 pm. Mary Johnson seconded. A roll call vote was taken.

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

No: None

Matt Cellura moved to reconvene the regular meeting at 8:55 pm. Walter Hoffmann seconded the motion. The motion was approved unanimously.

Mary Johnson moved to adjourn at 8:55 p.m. Suzanne Hawthorne-Clay seconded. The motion was approved.

President

Secretary