

**STOW-MUNROE FALLS PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
Monday November 21, 2022**

CALL TO ORDER

The meeting was called to order at 6:55 pm by President Shubert.

PRESENT

Craig Mancuso, Vice President; Tom Shubert, President; David Renninger, Secretary; Emily Hegner, Rich Bedell, Angela Daniel, Carla Wyckoff

ABSENT

OTHERS PRESENT

Gale Koritansky, Director; Jennifer Hale, Fiscal Officer

PUBLIC

Katie Allen, Human Resources Specialist

President Shubert shared with the Board a Thanksgiving card for them from the Children's Department

MOTION NO. 221121-1 APPROVE OCTOBER 17, 2022 MINUTES

Renninger moved, Bedell seconded:

RESOLVED: That the Board Minutes of October 17, 2022 regular board meeting be accepted and approved.

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Mancuso, Renninger, Wyckoff, Bedell, Shubert

NAYS:

Motion carried.

FINANCE

MOTION NO. 221121-2 APPROVE OCTOBER TREASURER’S REPORT

Mancuso moved, Wyckoff seconded:

RESOLVED: That the Board of Trustees approves the Treasurer’s Report for October 2022.

MTD Bank Report for Year 2022 Month 10 - STOW MUNROE FALLS PUB LIB

Bank	Description	Beg Mo Bal	Deposits	Withdrawals	Trans In	Trans Out	Balance
0001	MAIN CHECKING ACCOUNT	1,032,424.75	122,456.82	234,437.86	0.00	0.00	920,443.71
0002	PAYROLL CHECKING ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00
0004	BUILDING PROJECT CHECKING ACCT	0.00	0.00	0.00	0.00	0.00	0.00
0009	IMPREST FUNDS	300.00	0.00	0.00	0.00	0.00	300.00
0020	CERTIFICATES OF DEPOSIT	0.00	0.00	0.00	0.00	0.00	0.00
0021	STAR OHIO - INVESTMENTS	2,475,695.24	6,344.39	0.00	0.00	0.00	2,482,039.63
0024	STAR OHIO BLDG - INVESTMENTS	80,994.92	207.56	0.00	0.00	0.00	81,202.48
0029	STAR PLUS OHIO - INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
0206	AKRON COMM. FOUNDATION - FROBE	328,370.15	0.00	0.00	0.00	0.00	328,370.15
9 Banks		3,917,785.06	129,008.77	234,437.86	0.00	0.00	3,812,355.97

The roll being called on its adoption, the vote resulted as follows:

AYES: Hegner, Mancuso, Renninger, Wyckoff, Bedell, Daniel, Shubert

NAYS:

Motion carried.

MOTION NO. 221121-3 ACKNOWLEDGE OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Wyckoff moved, Mancuso seconded:

RESOLVED: That the Board of Trustees acknowledges a decrease of \$9,677.43 in 2022 property tax per Official Certificate of Estimated Resources dated November 3, 2022. (see copy attached)

The roll being called on its adoption, the vote resulted as follows:

AYES: Mancuso, Renninger, Wyckoff, Bedell, Daniel, Hegner, Shubert

NAYS:

Motion carried.

PROGRAM

DIRECTOR'S REPORT

MOTION NO. 221121-4 ACCEPT DIRECTOR'S REPORT

Renninger moved, Bedell seconded:

RESOLVED: That the Board of Trustees accepts the written Director's report for the month of October 2022.

The roll being called on its adoption, the vote resulted as follows:

AYES: Renninger, Wyckoff, Bedell, Daniel, Hegner, Mancuso, Shubert

NAYS:

Motion carried.

DISCUSSION ITEMS

BOARD COMMITTEES

BUILDING & GROUNDS

Ms. Hegner stated nothing to report.

FINANCE

Mr. Bedell stated the Finance Committee met at 6pm. We had a presentation from Ryan Nelson of RedTree Investment Group to discuss possible investment plans for the library as well as a new Investment Policy. The Finance Committee also reviewed the 2023 Budget and it will be submitted at the December Board Meeting. We adjourned at 6:55pm.

HUMAN RESOURCES

Mr. Mancuso stated the annual evaluations for the Director and Fiscal Officer will be going out to the Board members this week.

LEGISLATION/RULES

Mrs. Daniel stated the Legislation and Rules Committee is planning to meet in December.

LONG RANGE PLANNING

Mr. Renninger stated the Strategic Plan is almost complete and once it is finalized they will plan a meeting.

TECHNOLOGY

Mr. Shubert stated nothing to report.

RECORDS COMMISSION

Mr. Shubert stated nothing to report.

NEW BUSINESS

ELECTION OF OFFICERS

Mrs. Daniel stated the nominating committee recommends the following:

MOTION NO. 221121-5 ELECTION OF 2023 OFFICERS

RESOLVED: The Library Board of Trustees elect the following officers for 2023:

- PRESIDENT – Tom Shubert
- VICE PRESIDENT – Craig Mancuso
- SECRETARY – David Renninger

The roll being called on its adoption, the vote resulted as follows:

AYES: Wyckoff, Bedell, Daniel, Hegner, Mancuso, Renninger, Shubert

NAYS:

Motion carried.

2023 BOARD MEETING SCHEDULE DATES

MOTION NO. 221121-6 APPROVE 2023 BOARD MEETING SCHEDULE DATES

Renninger moved, Mancuso seconded:

RESOLVED: That the Board of Trustees approves the 2023 scheduled Board Meeting dates as the 3rd Monday of the month. The Organizational Meeting is on January 16, 2023.

The roll being called on its adoption, the vote resulted as follows:

AYES: Bedell, Daniel, Hegner, Mancuso, Renninger, Wyckoff, Shubert

NAYS:

Motion carried.

2023 HOLIDAY/SPECIAL CLOSING SCHEDULE

MOTION NO. 221121-7 ADOPT 2023 HOLIDAY/SPECIAL CLOSING SCHEDULE

Mancuso moved, Renninger seconded:

RESOLVED: That the Board of Trustees adopts the following 2023 Holiday and Special Library closings:

January	1	New Year’s Day	(Sunday)	Closed *(OH)
January	2	New Year’s Day (Observed)	(Monday)	Closed
April	9	Easter Sunday	(Sunday)	Closed
May	29	Memorial Day	(Monday)	Closed *(OH)
July	4	Independence Day	(Tuesday)	Closed *(OH)
September	4	Labor Day	(Monday)	Closed *(OH)
November	23	Thanksgiving	(Thursday)	Closed *(OH)
December	24	Christmas Eve	(Sunday)	Closed *(OH)
December	25	Christmas	(Monday)	Closed *(OH)

* All regular full-time employees are entitled to eight (8) hours of paid leave for each of the official holidays (OH) on which the library is closed.

***STAFF FLOATING HOLIDAYS**

January	16	Martin Luther King Day
February	20	Presidents’ Day
June	19	Juneteenth
November	11	Veterans’ Day

* All regular full-time employees are entitled to paid leave for the four Floating Holidays on which the library is open: Martin Luther King Day; Presidents’ Day; Juneteenth; Veterans’ Day. Floating Holidays must be taken by the last pay period of the year.

***EARLY CLOSINGS**

November	22	Day before Thanksgiving (Wednesday)	Close 5pm
December	31	New Year’s Eve (Sunday)	Close 5pm

*see pg. 21, Holidays (Official and Floating)/Library Closings *Employee Policy Manual*

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Mancuso, Renninger, Wyckoff, Bedell, Shubert

NAYS:

Motion carried.

MOTION NO. 221121-8 ADJOURNMENT

Mancuso moved, Daniel seconded to adjourn the meeting at 7:21pm.

All were in favor.

Motion carried.

Secretary

Board President

Jennifer Hale
Fiscal Officer

Amendment 5
Amended: PT Estimate to Actual

Akron, Ohio
November 3, 2022

AMENDED
"OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES"
Revised Code, Section 5705.35

STOW MUNROE FALLS PUBLIC LIBRARY

The Budget Commission of Summit County, Ohio, hereby makes
this Certificate for the Fiscal Year beginning January 1, 2022,
which shall govern the total of appropriations by fund.

FUND TYPE Fund Class Fund Name	ACTUAL UNENCUMBERED BALANCE January 1, 2022	PT=Property Tax: real estate, personal property, homestead and rollback. LG=Library Local Government (Public Library Fund). TR=Transfer-in O=Other revenue	TOTAL ESTIMATED AVAILABLE RESOURCES
GOVERNMENTAL TYPE			
101 General	2,375,337.82	1,895,381.57 PT 1,392,952.98 LG	65,000.00 O 5,728,672.37
SPECIAL REVENUE			
Target	82.51		82.51
COVID-19 Relief Fund	0.00		0.00
Walmart	0.00		0.00
Accumulated Benefits	64,000.00		64,000.00
TOTAL SPECIAL REVENUE	64,082.51	0.00	64,082.51
CAPITAL PROJECT			
401 Building	50,523.23		0.00 O 50,523.23
			0.00
TOTAL CAPITAL PROJECT	50,523.23	0.00	50,523.23
FIDUCIARY TRUST and AGENCY			
	0.00		0.00
	0.00		0.00
TOTAL TRUST and AGENCY	0.00	0.00	0.00
ALL FUNDS	2,489,943.56	3,288,334.55	65,000.00 0.00 0.00 5,843,278.11

The Budget Commission further certifies that its action on the foregoing budget and Tax Equalization estimate of the rate of each tax necessary to be levied within and without the 10 mill limitation is set forth in the proper columns of Schedule B, and the total amount approved for each fund must govern the amount of appropriation from such fund.

This Certificate has been Approved
by the Summit County Fiscal Office

November 3, 2022
Date



Joshua A. Brickner
Joshua A. Brickner
Secretary of Budget Commission