

STOW-MUNROE FALLS PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
Monday October 21, 2019

CALL TO ORDER

The meeting was called to order at 7:00pm by President Tom Shubert.

PRESENT

Craig Mancuso, Vice President; Angela Daniel, David Renninger, Secretary; Tom Shubert, President; Sara Kline (7:23pm), Pastor Brad Jagger, Rich Bedell

ABSENT

OTHERS PRESENT

Doug Dotterer, Director, Linda Sutherland, Fiscal Officer

PUBLIC

No public comment.

MINUTES

MOTION NO. 191021-1 APPROVE SEPTEMBER 16, 2019 MINUTES

Bedell moved, Renninger seconded:

RESOLVED: That the Board Minutes of September 16, 2019 regular meeting be accepted and approved.

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

AYES: Daniel, Jagger, Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

FINANCE

MOTION NO. 191021-2 APPROVE SEPTEMBER TREASURER’S REPORT

Bedell moved, Renninger seconded:

RESOLVED: That the Board of Trustees approves the Treasurer’s Report for September 2019.

MTD Bank Report for Year 2019 Month 09 - STOW MUNROE FALLS PUB LIB

Bank	Description	Beg Mo Bal	Deposits	Withdrawals	Trans In	Trans Out	Balance
0001	MAIN CHECKING ACCOUNT	515,960.42	608,428.12	241,496.37	0.00	0.00	882,892.17
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	314,601.02	574.54	0.00	0.00	0.00	315,175.56
0024	STAR OHIO BLDG - INVESTMENTS	79,200.14	144.64	0.00	0.00	0.00	79,344.78
0029	STAR PLUS OHIO - INVESTMENTS	528,983.23	960.87	0.00	0.00	0.00	529,944.10
8 Banks		1,439,044.81	610,108.17	241,496.37	0.00	0.00	1,807,656.61

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

AYES: Jagger, Mancuso, Renninger, Bedell, Daniel, Shubert

NAYS:

Motion carried.

MOTION NO. 191021-3 APPROVE ALLOCATED 2020 PLF MONIES

Jagger moved, Mancuso seconded:

RESOLVED: That the Board of Trustees approves the 6.35549% of estimated PLF (Public Library Funds) monies for Summit County allocated to Stow-Munroe Falls Public Library for 2020 as agreed and voted on by the Library Trustees Council of Summit County on October 10, 2019.

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

AYES: Mancuso, Renninger, Bedell, Daniel, Jagger, Shubert

NAYS:

Motion carried.

PROGRAM

DIRECTOR'S REPORT

MOTION NO. 191021-4 ACCEPT DIRECTOR'S REPORT

Renninger moved, Mancuso seconded:

RESOLVED: That the Board of Trustees accepts the written Director's report for the months of September and October 2019.

Mr. Dotterer stated the following:

- Working on getting fence repairs completed this fall
- Library Foundation is hosting an event at the library to thank their donors
- Stow library meeting room kitchen is going to be renovated thanks to the generosity of the Library Foundation
- Received a legal opinion from Sherri Bevan Walsh, Summit County Prosecuting Attorney in regards to: Establishment of non-solicitation and service animal policies

The Library Board requested the Director to post signage stating service animals only.

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

AYES: Renninger, Bedell, Daniel, Jagger, Mancuso, Shubert

NAYS:

Motion carried.

DISCUSSION ITEMS

There are no discussion items.

BOARD COMMITTEES

BUILDING & GROUNDS

Mrs. Kline stated nothing to report.

FINANCE

Mr. Bedell stated the Finance Committee met this evening and the Fiscal Officer presented her reports and they were accepted by committee.

HUMAN RESOURCES

Mr. Mancuso stated nothing to report. The Fiscal Officer asked him about the evaluations. Mr. Mancuso said he would contact her for emails.

LEGISLATION/RULES

Mrs. Kline stated nothing to report.

LONG RANGE PLANNING

Mr. Renninger stated there was discussion on the status of the Monbeck Property and the parking lot project.

TECHNOLOGY

Mr. Shubert stated nothing to report.

RECORDS COMMISSION

Mr. Shubert stated the Records Commission Committee met prior to the Board meeting.

Mr. Shubert stated the Records Commission Committee recommends:

MOTION NO. 191021-5 ACKNOWLEDGES RC-3 FORM

RESOLVED: That the Board of Trustees acknowledges and reviews the RC-3 Form - Schedule of Records Retention and Disposition. Please see attached copy attached.

The Fiscal Officer will submit the RC-3 form to the Ohio Historical Society.

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

AYES: Daniel, Jagger, Kline, Mancuso, Renninger, Bedell, Shubert

NAYS:

Motion carried.

NEW BUSINESS

Mr. Shubert appointed, Sara Kline, Chair, and Pastor Jagger as members of the Nominating Committee for Officers on the Stow-Munroe Falls Public Library Board of Trustees for 2020.

Mr. Dotterer discussed the issue of offering Hot Spots to the public. He stated that Sprint was offering a month to month agreement with no contract and the library would receive two (2) months free. Mr. Dotterer stated he would have to develop guidelines. Mr. Shubert stated the Hot Spots would be for the 2020 budget.

Mr. Dotterer stated he was investigating the idea of conducting an electrical energy audit of the library.

MOTION NO. 191021-6 MOTION TO ADJOURN TO EXECUTIVE SESSION

Mancuso moved, Renninger seconded:

RESOLVED: The Board of Trustees moves to adjourn into executive session to consider an employment issue.

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

AYES: Jagger, Kline, Mancuso, Renninger, Bedell, Daniel, Shubert

NAYS:

Motion carried.

MOTION NO. 191021-7 MOTION TO RETURN TO OPEN SESSION

Mancuso moved, Renninger seconded:

RESOLVED: That the Board of Trustees moves to return to open session.

All were in favor.

Motion carried.

MOTION NO. 191021-8 ADJOURNMENT

Daniel moved, Jagger seconded to adjourn the meeting at 8:06pm.

All were in favor.

Motion carried.

Secretary

Board President

Linda Sutherland
Fiscal Officer