

**STOW-MUNROE FALLS PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
Monday September 20, 2021**

**CALL TO ORDER**

The meeting was called to order at 6:30 pm by President Shubert.

**PRESENT**

David Renninger, Secretary; Tom Shubert, President; Pastor Brad Jagger, Rich Bedell (left meeting at 6:56), Angela Daniel; Craig Mancuso, Vice President

**ABSENT**

Sara Kline

**OTHERS PRESENT**

Gale Koritansky, Director; Linda Sutherland, Fiscal Officer

**PUBLIC**

No public comment.

**MINUTES**

**MOTION NO. 210920-1 APPROVE AUGUST 16, 2021 MINUTES**

Renninger moved, Bedell seconded:

RESOLVED: That the Board Minutes of August 16, 2021 regular meeting be accepted and approved.

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

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

NAYS:

Motion carried.

**FINANCE**

**MOTION NO. 210920-2 APPROVE AUGUST TREASURER’S REPORTS**

Renninger moved, Bedell seconded:

RESOLVED: That the Board of Trustees approves the Treasurer’s Report for August 2021.

**MTD Bank Report for Year 2021 Month 08 - STOW MUNROE FALLS PUB LIB**

Bank	Description	Beg Mo Bal	Deposits	Withdrawals	Trans In	Trans Out	Balance
0001	MAIN CHECKING ACCOUNT	635,486.26	581,348.32	181,670.66	0.00	0.00	1,035,163.92
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	1,756,151.16	114.50	0.00	0.00	0.00	1,756,265.66
0024	STAR OHIO BLDG - INVESTMENTS	80,337.90	5.24	0.00	0.00	0.00	80,343.14
0029	STAR PLUS OHIO - INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
<b>8 Banks</b>		<b>2,472,275.32</b>	<b>581,468.06</b>	<b>181,670.66</b>	<b>0.00</b>	<b>0.00</b>	<b>2,872,072.72</b>

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

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

NAYS:

Motion carried.

**MOTION NO. 210920-3 ADVANCES OF LOCAL TAXES**

Renninger moved, Mancuso seconded:

RESOLVED: Now, therefore be it resolved by the Board of Trustees of the Stow-Munroe Falls Public Library:

Section I. That the Auditor of Summit County be, and she is hereby, requested to issue an order to the Treasurer of Summit County to pay the Fiscal Officer of this Library Board such funds as may be available for distribution by said County Treasurer.

Section II. That the Fiscal Officer be, and she is hereby, authorized to sign the necessary documents to secure such advances and also the secondary documents to secure the semi-annual settlement with the County Treasurer during the calendar year 2022.

Section III. That the authorization herein conferred shall extend to any advances that may be requested during the calendar year 2022.

Section IV. That the Fiscal Officer of the Library Board be, and she is hereby, authorized and directed to certify and send a copy of this resolution to the County Auditor as may be necessary to make this resolution effective.

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

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

NAYS:

Motion carried.

**MOTION NO. 210920-4 ACCEPT SUMMIT COUNTY BUDGET COMMISSION  
CERTIFICATION**

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Mancuso moved, Jagger seconded:

RESOLVED: That the Board of Trustees accepts the amounts and rates as determined by the Budget Commission, as shown on the tax levy certificate. Please see attached copy.

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. 210920-5 ACCEPT DIRECTOR'S REPORT**

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Renninger moved, Jagger seconded:

RESOLVED: That the Board of Trustees accepts the written Director's report for the month of August 2021.

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

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

NAYS:

Motion carried.

## DISCUSSION ITEMS

The Library Board of Trustees discussed an email they received and there will be no board action taken.

## BOARD COMMITTEES

### BUILDING & GROUNDS

Mr. Shubert stated nothing to report.

### FINANCE

Mr. Bedell stated the Finance Committee met prior to this meeting to review the August financial statements and projections prepared by the Finance Officer and accepted the reports as presented.

### HUMAN RESOURCES

Mr. Mancuso stated the evaluations for the Director and Fiscal Officer will be discussed further at the next Board meeting.

### LEGISLATION/RULES

Mr. Shubert stated the Legislation/Rules Committee recommends the following:

## **MOTION NO. 210920-6 AMEND LIBRARY CARD REGISTRATION BOARD POLICY**

RESOLVED: That the Board of Trustees amends the Library Card Registration Board Policy to read as:

The Stow-Munroe Falls Public Library is ~~an independent library~~ ***a member of the CLEVNET Library Consortium.*** Library cards are ~~not~~ interchangeable among other libraries ***in the CLEVNET Library Consortium.*** Patrons ~~18~~**16** years of age and older must present a picture ID with a current address. If the ID does not have the current address posted, the patron must provide one of the following:

- 1) personal check
- 2) lease
- 3) piece of mail forwarded by the post office (with the current address on it or anything with the patron's name and address in an official manner)

If a patron is unable to produce the required ID, the patron will be mailed a postcard. The patron will receive a library card when the postcard is returned to the library as proof of address.

Patrons under ~~18~~**16** must be accompanied by a parent or guardian and have the signature of a parent or legal guardian to obtain a card. ~~Parents or legal guardians may choose to restrict their children under 18 from using the Internet or checking out videos/DVDs or videogames.~~

A Digital Library Card is available for Ohio residents.

What is a Digital Library Card?

The Digital Library Card is a virtual library card that will give you access to all of the library's digital resources: –

- ~~ebooks~~ **eBooks**
- ~~audiobooks~~ **eAudiobooks**
- digital magazines
- digital movies
- downloadable & streaming music
- digital TV shows
- online classes
- research tools & databases

What can't I do with my Digital Library Card?

- check out books, audiobooks, DVDs, or other physical items at the library
- place holds on these items in our catalog
- ~~request items through and check out materials from SearchOhio / OhioLink~~
- access public computers at the library

~~Who may~~ **To** get a Digital Library Card? **you must:**

- ~~must~~ be a permanent resident in Ohio
- ~~must~~ be ~~18~~**16** years of age
- ~~must~~ not have a ~~physical library~~ **Full-Service Library Ceard** with ~~SMEPL~~ **Stow-Munroe Falls Public Library**

You may only have one type of a library card with ~~SMEPL~~ **Stow-Munroe Falls Public Library:**

- ❖ a ~~f~~**Full-s**Service **Library eCard** that allows access to everything the library owns, or
- ❖ a ~~d~~**D**igital **Library eCard** that provides you with full access to all of our digital resources.

If you already have a ~~f~~**Full-s**Service **Library eCard**, you will not be able to register for a Digital Library Card. However, you may upgrade your ~~d~~**D**igital **Library eCard** to a ~~full service~~ **Full-Service Library Ceard** ~~when the library is open~~ **at the front Checkout Desk during open hours.**

Please Note: If you have lost your physical library card, you will need to contact the library about a replacement.

Register for a Digital Library Card here (~~link to form under the word here~~).

Please **You must** provide a ~~current, working~~ **valid** email address. This is where your new Digital Library Card number and PIN will be sent. Since you will not have a physical card, you ~~may want to~~ **should** save the email, or write down your Digital Library Card and PIN number in a safe place.

Your new Digital Library Card will be good for 2 years. At that time, you may renew it by contacting the library or you may upgrade to a ~~f~~**Full-s**~~S~~**ervice** ~~L~~**ibrary** ~~e~~**C**~~ard~~.

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

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

NAYS:

Motion carried.

**MOTION NO. 210920-7 AMEND INTERNET ACCESS BOARD POLICY**

RESOLVED: That the Board of Trustees amends the Internet Access Board Policy to read as:

**Internet Access Policy**

The Stow-Munroe Falls Public Library considers the provision of access to electronic resources integral to its mission to meet the informational needs of the Stow and Munroe Falls population. The Library offers access to online or Internet information resources through Libraries Connect Ohio and other networks. It is the Library's goal to provide access to these resources to all individuals and groups in the community.

**Disclaimer**

The Internet is a worldwide computer network which provides easy access to a massive body of information and opinion. Most of the information and resources available on the Internet expand the Library's Information services beyond traditional collections.

The Library offers, through Libraries Connect Ohio, some databases which are specifically selected for their value to Library users. However, most of the information available on the Internet through the public access terminals is not generated by the Stow-Munroe Falls Public Library or Libraries Connect Ohio, and such information is not warranted by them to be accurate, authoritative, factual or complete. The availability of networked information via Stow-Munroe Falls Public Library does not constitute any endorsement or ratification of the information. Stow-Munroe Falls Public Library and network providers are not responsible for the content of networked information available.

The Stow-Munroe Falls Public Library seeks to preserve the confidentiality of patron records and privacy as to resources accessed. However, users should be aware that electronic transactions and files are not entirely secure and could possibly be accessed or made public by a third party.

All users of this service agree to hold the Stow-Munroe Falls Public Library and Libraries Connect Ohio harmless from any and all claims, losses, damages, obligations, or liabilities directly or indirectly relating to the use of the Internet, caused thereby or arising there from.

### **User Responsibilities**

Users are responsible for determining that the information they access is acceptable, reliable, and suitable to their needs.

The parents or guardians must assume responsibility for their minor children's use of the Internet. ~~Parents or guardians choose to allow or deny their child under 18 full access to the Internet by signing a form, which will be kept on file at the Library. Children who are 11 and under and authorized by their parent or guardians to have full Internet access, must also be directly supervised by a parent, guardian or caregiver who will take responsibility for seeing that the guidelines are followed.~~

Access to the Internet is to be used for educational, informational and recreational purposes. Use for unauthorized, illegal or unethical purposes is strictly prohibited. Users may not send, receive or display text or graphics which may reasonably be construed as obscene. Computer users who are in violation of our Library Internet Policy will receive an immediate suspension of their Internet privileges for the day. A second violation of our Internet Policy will result in permanent revocation of a patron's Internet privileges.

Material should only be downloaded from the Library's computers on removable media.

Users may not use their own software programs on the Library's networked computers.

Users should respect the privacy of other users, and the security of other computer systems and databases.

Misuse of the Library's computers, or of Internet access, will result in loss of use.

The Library is guided by a commitment to access information policies that provide appropriate protections to its patrons while being consistent with the Library's longstanding commitment to the principles of free expression as set forth in the First Amendment to the United States Constitution.

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

AYES: Daniel, Jagger, Mancuso, Renninger, Shubert

NAYS:

Motion carried.

LONG RANGE PLANNING

Mr. Renninger stated nothing to report but wants to meet at the end of the year to discuss future projects.

TECHNOLOGY

Mr. Shubert stated nothing to report.

RECORDS COMMISSION

Mr. Shubert stated the Records Commission Committee will meet in October.

NEW BUSINESS

**MOTION NO. 210920-8 DISCONTINUE FINE FREE FRIDAYS FOR FOOD**

Renninger moved, Jagger seconded:

RESOLVED: That the Board of Trustees approves to discontinue with the Fine Free Fridays for Food Project.

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

AYES: Jagger, Mancuso, Renninger, Daniel, Shubert

NAYS:

Motion carried.

**MOTION NO. 210920-9 MOTION TO ADJOURN**

Renninger moved, Mancuso seconded to adjourn the meeting at 7:10pm.

All were in favor.

Motion carried.

Secretary

Board President

Linda Sutherland  
Fiscal Officer



**SUMMIT COUNTY BUDGET COMMISSION CERTIFICATION OF TAX LEVY  
(ORC Sections 5705.34 & 5705.35)**

POLITICAL ENTITY: **STOW-MUNROE FALLS LIBRARY (Summit & Portage Counties)**  
ESTIMATE

Tax Year 2021/Collection Year 2022

THE VALUATIONS AND TAX RATES REFLECT TAX YEAR 2020/COLLECTION YEAR 2021

LEVIES INSIDE and OUTSIDE 10 MILL LIMITATION, INCLUSIVE OF DEBT LEVIES

Date: September 2, 2021

	SUMMIT	*PORTAGE	TOTAL
1. RES/AG REAL VALUE	887,314.800	4,116,260	891,431,060
2. OTHER REAL VALUE	237,656,630	27,430	237,884,060
3. TOTAL RES/AG & OTHER REAL VALUE	1,124,971,430	4,143,690	1,129,115,120
4. PUBLIC UTILITY PERSONAL VALUE	16,387,060	66,740	16,453,800
5. TOTAL REAL & PUBLIC UTILITY VALUE	1,141,358,490	4,210,430	1,145,568,920

THIS ESTIMATE REFLECTS LESS THE PENDING EXEMPTION ASSESSED VALUATION:		
RES/AG REAL PENDING EXEMPTION	60,460	
OTHER REAL PENDING EXEMPTION	1,113,850	
<b>TOTAL REAL &amp; PU LESS PENDING EXEMPTION VALUE</b>	<b>1,144,394,610</b>	

FUND TYPE CLT FUND #	PURPOSE	Authorized by the Voters on Ballot MO/DA/YR	Number of Years Levy to Run	Tax Year	Collection Year	Maximum Rate Authorized to be Levied	REDUCTION FACTOR		EFFECTIVE RATE TO BE LEVIED		RES/AG	OTHER	PUBLIC UTILITY	TOTAL	ROLL BACK
				Begins/Ends	Begins/Ends		RES/AG OTHER	RES/AG OTHER							
GENERAL 01 00	Current Expense	Replace/Inc. 05/04/10	Cont.	10/NA	11/NA	2.00	0.194788 0.088428	1.610464 1.823144	\$1,435,520	\$431,302	\$32,908	\$1,899,730	Y		
TOTALS						2.00		1.610464 1.823144	\$1,435,520	\$431,302	\$32,908	\$1,899,730			

NOTE: The ROLLBACK column added to this certificate represents the recently passed state budget, beginning with tax year 2013 the ten and two and one-half percent rollbacks will no longer apply to new levies that are enacted after the August 2013 election. These non-qualifying levies include additional levies, the increase portion of renewal with increase levies, and the full effective millage of replacement levies. Levies that will continue to qualify for application of the rollbacks are levies approved at or before the August 2013 election, inside and charter millage as they appear on the 2013 tax list, renewals of qualified levies, and the substitute of qualified school district emergency levies under Revised Code section 5705.199. In this column the Y indicates the levy qualifies for the 10% and 2 1/2% rollback. The N indicates the levy does not qualify for the 10% and 2 1/2% rollback.