

The Board of Trustees of the North Canton Public Library held its Organizational Meeting on Monday, January 15, 2024, at the Library. Mrs. Beinlich called the meeting to order at 4:31 p.m. with the following members present: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb. Absent: Mrs. Mallamaci and Mrs. Pellegrino. Staff: Andrea Legg, Kelly Boggs and Kayla Moles.

The North Canton City Schools Board of Education has approved the reappointment of Mr. Jude Streb to the North Canton Public Library Board of Trustees for the term beginning January 1, 2024 and ending December 31, 2030.

Kelly Boggs, Notary Public, administered the Oath of Office to reappointed Trustee Mr. Jude Streb as follows: "I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the state of Ohio; and that I will faithfully and impartially discharge my duties as a **member** of the Board of Trustees of the North Canton Public Library, Stark County, Ohio, to the best of my abilities, and in accordance with the laws now in effect, and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified."

Election of Officers

Mr. Fatzinger moved and Mr. Streb seconded to accept and close the nominations for the Election of Officers for 2024 as follows: President – Bryan Harris, Vice President – Sarah Mallamaci, and Secretary – Lori Cochenour. Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb. 2024:001

Jude Streb, Notary Public, administered the Oath of Office to Mr. Bryan Harris, President, and Mrs. Lori Cochenour, Secretary, as follows: "I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the state of Ohio; and that I will faithfully and impartially discharge my duties as **(President/Secretary)** of the Board of Trustees of the North Canton Public Library, Stark County, Ohio, to the best of my abilities, and in accordance with the laws now in effect, and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified."

The Oath of Office for Vice President Sarah Mallamaci will be administered at a future meeting.

Fiscal Officer/Deputy Fiscal Officer

Mrs. Beinlich moved and Mr. Fatzinger seconded to reappoint Kelly J. Boggs as Fiscal Officer for the year 2024 at an annual salary of \$75,993. (Note: rate was approved by the Board in August 2023.) Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb. 2024:002

Mr. Streb moved and Mr. Fatzinger seconded to reappoint Kayla Moles as Deputy Fiscal Officer for the year 2024 at an annual salary of \$46,000. (Note: rate was approved by the Board in June 2023.) Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb. 2024:003

Mrs. Beinlich moved and Mr. Streb seconded to set both the fiscal officer's bond and the deputy fiscal officer's bond at \$100,000. Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb. 2024:004

Jude Streb, Notary Public, administered the Oath of Office to Kelly J. Boggs, Fiscal Officer, and Kayla Moles, Deputy Fiscal Officer as follows: "I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the state of Ohio; and that I will faithfully and impartially discharge my duties as **(Fiscal Officer/Deputy Fiscal Officer)** of the North Canton Public Library, Stark County, Ohio, to the best of my abilities, and in accordance with the laws now in effect, and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified."

Board Meeting Dates

Mr. Fatzinger moved and Mr. Streb seconded to set the time and date of Board of Trustees regular meetings for the third Monday of each month at 4:30 p.m., with no meeting to be held in February. Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb. 2024:005

The 2024 meeting dates are as follows: January 15, March 18, April 15, May 20, June 17, July 15, August 19, September 16, October 21, November 18, and December 16.

Committee assignments

The Board members agreed to the following Committee assignments for 2024:

Art: Mrs. Mallamaci*, Mrs. Pellegrino

Budget & Finance: Mr. Fatzinger*, Mrs. Cochenour, Mrs. Pellegrino

Building: Mr. Streb*, Mrs. Beinlich, Mr. Fatzinger, Mrs. Pellegrino

Negotiating: Mr. Streb*, Mrs. Cochenour

Nominating: Mr. Fatzinger*, Mrs. Pellegrino, Mrs. Mallamaci

Personnel: Mrs. Pellegrino*, Mrs. Cochenour, Mr. Fatzinger

Records Retention: All Board members and Fiscal Officer

Strategic Planning: Mrs. Pellegrino*, Mrs. Cochenour, Mr. Streb

* indicates chairperson

Board President is Ex-officio of all standing committees.

Adjournment of Organizational Meeting

Mrs. Beinlich moved and Mr. Streb seconded to adjourn the 2024 Organizational Meeting at 4:43 p.m. 2024:006

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb.

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, January 15, 2023, at the Library immediately following the Organizational Meeting. Mr. Harris called the meeting to order at 4:44 p.m. with the following members present: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb. Absent: Mrs. Mallamaci and Mrs. Pellegrino. Staff: Andrea Legg, Kelly Boggs and Kayla Moles.

Approval of Agenda:

Mr. Harris asked if there were any changes to the meeting agenda as presented. There were none.

Mr. Fatzinger moved and Mrs. Beinlich seconded to approve the agenda as presented. 2024:007
Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb.

Approval of Minutes:

Mr. Harris asked if there were any corrections to the minutes presented from the December 18, 2023 regular meeting. There were none.

Mr. Streb moved and Mr. Fatzinger seconded to approve the minutes of the December 18, 2023 regular meeting. 2024:008
Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb.

Report of the Fiscal Officer:

Mrs. Boggs reviewed the financial reports for December 2023 (copies attached) along with her Fiscal Officer's report (attached). The cash balance in all funds at the end of the year was \$3,711,768. Monthly revenues for all funds were \$177,053, and total annual revenues for all funds were \$3,120,641. Monthly expenses for all funds were \$240,456 and total annual expenses for all funds were \$2,859,080. Mrs. Boggs presented the investment reports and the lists of checks written for the month. Status reports, a list of payments, the investment report, and the Public Library Fund (PLF) reports were presented and accepted by the Board to be filed for audit (all copies attached). Mrs. Boggs presented information from the Ohio Library Council regarding the PLF 2024 annual estimate and the January distribution being down from 2023.

Mrs. Boggs will present the Annual Financial Report at the next regular Board meeting.

GIFTS - Mrs. Boggs reported the following gifts were received during the month of December 2023.

Memorial & Gift Fund –

- William and Carol Bailey donated \$1,000
- North Canton Rotary Club donated \$170 as a Character Counts grant for Simon McMichael for Y/A Other Library Materials
- W. Henry Hoover Fund donated \$7,500

Coronavirus Relief Fund 2803 –

- Summer Learning Opportunity Grant funds of \$1,103.23 were received

Mrs. Beinlich moved and Mr. Streb seconded to accept the gifts listed above with much appreciation. 2024:009

Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb.

Report of the Director:

Mrs. Legg reported on the Statistics for December and for the year 2023, along with her Director's report (attached). Both the monthly and annual statistics reflected the consistent growth in digital material checkouts and programming attendance, noting all-time or five-year highs in those categories as well as New Cardholders for the year. Mrs. Legg also gave an update on the steps taken towards meeting the goals set for the Strategic Plan.

Mrs. Legg plans to present an Annual Report at the next regular Board Meeting.

Committee Reports:

Art: The upcoming shows will be "Art from the Classroom" with the following schedule:

- Primary and Preschool (NCCS and St. Paul)– 2/8/24 through 2/18/24; opening reception 2/8/24 from 5:00 to 7:30 p.m.
- Intermediate School (NCCS and St. Paul)– 2/22/24 through 3/2/24; opening reception 2/22/24 from 5:00 to 7:30 p.m.
- Middle School (NCCS and St. Paul)– 3/7/24 through 3/17/24; opening reception 3/7/24 from 5:30 to 7:00 p.m.
- North Canton Hoover High School – 3/21/24 through 4/7/24; opening reception 3/21/24 from 5:30 to 7:00 p.m.

Building:

The committee plans to meet to review the next steps in the renovations. Mr. Harris provided an update on a meeting he attended with the city and Sol Harris Day about the joint parking lot plans for the School and the Library. Hoping to have drawings by April and start the demolition of the 315 Portage property next month.

Budget & Finance:

none

Personnel:

Mrs. Beinlich moved and Mr. Streb seconded to hire Amber Ollis, full-time Librarian, 2024:010
effective January 8, 2024, at an hourly rate of \$16.63.

Strategic Planning:

none

Nominating:

none

Negotiating:

none

Records Retention:

The next scheduled Records Retention meeting will be March 18, 2024 at 4:30 p.m.

Communications:

none

Old Business:

none

New Business:

none

Staff Presentation:

none

Public Presentation:

none

Next Meeting:

The next regular meeting of the North Canton Public Library Board of Trustees is scheduled to be Monday, March 18, 2024 immediately following the Records Retention Committee meeting that commences at 4:30 p.m.

Adjournment:

Mr. Streb moved and Mr. Fatzinger seconded to adjourn the regular meeting at 5:16 2024:011
p.m. Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb.

Bryan Harris, President

Lori Cochenour, Secretary