

Regular Board Meeting:

The Board of Trustees of the North Canton Public Library held a Regular Board Meeting on Monday, August 19, 2024 at the Library. Mr. Harris called the meeting to order at 4:31 p.m. with the following members present: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, and Mr. Harris. Staff: Andrea Legg, Kelly Boggs, Kayla Moles, Christina Weyrick, and Jeanna Purses. Mr. Streb arrived at 4:32 p.m.

**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.

2024:051

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

**Approval of Minutes:**

Mr. Harris asked if there were any corrections to the minutes presented from the July 15, 2024 regular meeting. There were none.

**Mrs. Beinlich moved and Mr. Fatzinger seconded** to approve the minutes of the July 15, 2024 regular meeting.

2024:052

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

**Report of the Fiscal Officer:**

Mrs. Boggs reviewed the Fiscal Officer's report for the month of July (attached). The cash balance in all funds at the end of the month was \$4,079,765. July's monthly revenues for all funds were \$507,611, and total annual revenues for all funds were \$1,990,489. Monthly expenses for all funds were \$287,171 and total year-to-date expenses for all funds were \$1,622,492. 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 on the PLF distribution for July, and confirmed the receipt of a clean 2022-2023 audit report.

GIFTS – Mrs. Boggs reported the following gifts were received for the month of July 2024.

Memorial & Gift Fund –

- \$6,899 from the State of Ohio, and \$1,160.25 from the Canal Fulton Public Library (local match funds) for the Guiding Ohio Online Grant

Lazich Trust Fund –

- \$5,797.71 in semi-annual investment proceeds from CSB
- \$200 from Laura Cantini, in memory of Ella Lazich

Permanent Improvement Fund –

- \$38,746.50 from the North Canton Library Association in semi-annual investment proceeds

**Mrs. Cochenour moved and Mr. Streb seconded** to accept the gifts listed above with much appreciation.

2024:053

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

**Staff Introduction:**

Mrs. Legg introduced our new Library Services Manager, Ms. Jeanna Purses, to the board. Ms. Purses shared some information about herself and her experience with the board.

**Report of the Director:**

Mrs. Legg reported on the Statistics for the 2024 Summer Reading Program; between June 1 and July 27, there were 25,456 visitors to the library; with 2,177 total registrants (1,423 Children, 299 Teens, and 455 Adults – 131 more teens and adults than 2023). There were 193 programs with 6,451 in attendance, and 149,403 items (both print and digital) checked out. In total, juvenile readers logged 366,660 minutes read while teens & adults read 4,339 books (which is 643 more than in 2023). Mrs. Legg then reported on the Statistics for July, along with her Director's report (attached). Visits to the library and checkouts of digital materials continue to show consistent growth. Mrs. Legg reported that Passport application revenues brought in \$2,152.11 for the month, for a total year-to-date of \$19,330.55.

**Committee Reports:**

Art:

Mr. Harris reported that the current show is Subconscious Communication featuring Christopher Duncan, through August 31. Mr. Harris also reported the upcoming show is Imagining a Better World: The Artwork of Nelly Toll with an opening reception on 9/12/24 from 5:30 p.m. to 7:30 p.m., and the exhibit will continue through 11/3/24.

Building:

Mrs. Legg shared several updates on some of the current building projects. Mrs. Legg has submitted a copy of the RFQ approved by the Board to Winkhart-Minor Law for review prior to publishing it widely. The RFQ should be distributed to architecture firms for consideration by the September Board meeting. First Choice Electric came out to investigate the flickering lights in the Community room and recommended the issue is related to the elevator use. Independent Elevator came out to investigate and recommended installing a soft-starter for the elevators to help with this issue, and will submit a proposal for this work. Adams Signs is working with the City of North Canton's Zoning Committee to gain approvals for the digital sign to be installed in front of the Library on North Main Street. Mrs. Legg plans to attend an upcoming Zoning Committee meeting on September 4 during which a variance will be considered to allow the digital sign to be installed with its current dimensions. Scheeser-Buckley-Mayfield recently submitted four different options for the Library to consider for backup power in the event of a widespread power outage. Mrs. Legg will be submitting their proposal to the Board for review at the September meeting. And lastly, the parking lot plans are still on track for completion within the first week of October, however with school starting this upcoming week, the staff will have to go back to parking in the Northminster Church parking lot as before.

Budget & Finance:

Mr. Fatzinger presented the minutes from the most recent Budget & Finance committee meeting and asked if there were any questions. Mrs. Boggs presented information on the 2022-23 Audit Report, and the 2025 Tax Budget.

**Mr. Fatzinger moved and Mr. Streb seconded** to approve the 2025 Tax Budget, as attached. 2024:054  
Ayes: Mrs. Beinlich, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mr. Streb.

Personnel:

Mrs. Legg gave an update on the following staff changes: New Hire (7/22/24) of Jeanna Purses, Library Services Manager. New Hire (8/5/24) of Nicole Rock, Library Associate. Resignation (8/10/24) of Skye Aycock, Page.

**Mrs. Beinlich moved and Mr. Fatzinger seconded** to make the following personnel changes: 2024:055

- Hire Jeanna Purses as a full-time salaried exempt Library Services Manager, effective July 22, 2024, at an annual salary of \$68,000
- Hire Nicole Rock as a regular part-time Library Associate, effective August 5, 2024, at an hourly rate of \$14.75
- Accept the resignation of Skye Aycock, Page, effective August 10, 2024.

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

Nominating:

None

Negotiating:

None

Records Retention:

None

Strategic Planning:

None

Communications:

Mrs. Legg presented the attached letter from the Stark County Prosecuting Attorney Kyle L. Stone regarding a recent Ohio Supreme Court decision surrounding proper reasons for public bodies to enter into executive session to consider the purchase of property for public purpose.

Old Business:

None

New Business:

Mrs. Legg presented information on the current distribution rates for the Public Library Fund in Stark County. Previously, the seven different libraries in the county had entered into an agreement to freeze the distribution rate through 2025 to avoid all the additional reporting that was necessary. Mrs. Legg recently spoke with the directors of the other libraries in the county, and they have all agreed to continue the freeze rate through 2030. Mr. Harris requested a motion for:

WHEREAS, Ohio public libraries receive funding from the state through the Public Library Fund (PLF), a percentage of the state's tax revenue received during the previous month in the General Revenue Fund (GRF), and

WHEREAS, there are 7 individual libraries, the Stark County District Library, the Alliance-Rodman Library, the Canal Fulton Public Library, the Louisville Public Library, the Massillon Public Library, the Minerva Library, and the North Canton Public Library, in Stark County, and WHEREAS, the Stark County Auditor's Office distributes the PLF funds to the Stark County public libraries, using a set formula developed by the County Auditor's Office and the above-named libraries.

BE IT HEREBY RESOLVED that the North Canton Public Library Board of Trustees accepts a fixed Stark Count PLF distribution rate of 10.62771031% for the North Canton Public Library for the distribution years 2026-2030.

**Mrs. Beinlich moved and Mr. Streb seconded** to accept the PLF freeze rate as above.

2024:056

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

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, September 16, at 4:30 p.m.

**Executive Session:**

**Mr. Fatzinger moved and Mrs. Cochenour seconded** to adjourn to executive session at 5:04 p.m. for the following reasons: to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

2024:057

Roll Call Vote: Mrs. Beinlich, Yes; Mrs. Cochenour, Yes; Mr. Fatzinger, Yes; Mr. Harris, Yes; Mrs. Mallamaci, Absent; Mrs. Pellegrino, Absent; Mr. Streb, Yes.

The meeting returned to **regular session** at 5:18 p.m.

**Mrs. Beinlich moved and Mr. Fatzinger seconded** to approve new salary amounts for management employees, effective July 7, 2024, as recommended by the Personnel Committee, as follows:

2024:058

**(Spreadsheet with alternative amounts to be attached)**

Kelly Boggs	Fiscal Officer	78,273
Andrea Legg	Director	98,575
Jamie Macris	Children's Manager	57,573
Kayla Moles	HR Specialist/Deputy Fiscal Officer	47,380
Nancy Myers	Head of Circulation	48,715
Christina Weyrick	Community Relations Manager	58,120
Richard Wiltout	Information Technology Manager	60,683

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

**Mr. Streb moved and Mrs. Cochenour seconded** to approve bonuses for the calendar year 2024 to be paid to the Director and the Fiscal Officer in the following amounts, based upon the recommendation of the Personnel Committee: 2024:059

- Andrea Legg, Director, \$1,500
- Kelly Boggs, Fiscal Officer, \$1,500

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

**Mr. Fatzinger moved and Mr. Streb seconded** to approve creation of a bonus pool in the amount of \$7,500 for the calendar year 2024 to be distributed among the qualifying management employees, excluding the Director and Fiscal Officer. Distribution is to be determined by the Director based on employee performance evaluation scores. 2024:060

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

**Adjournment:**

**Mr. Streb moved and Mr. Fatzinger seconded** to adjourn the regular meeting at 5:25 p.m. 2024:061

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

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Bryan Harris, President

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Lori Cochenour, Secretary