

#### Regular Board Meeting:

The Board of Trustees of the North Canton Public Library held a Regular Board Meeting on Monday, November 18, 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, Mr. Harris, Mrs. Mallamaci, and Mrs. Pellegrino. Mr. Streb arrived at 4:32 p.m. Staff: Andrea Legg, Kelly Boggs, Kayla Moles, Christina Weyrick, Jeanna Purses, Mike Souza, and Amber Ollis. Public: Kelsey Sullivan from Winkhart Law Group, LLC.

#### **Approval of Agenda:**

Mr. Harris asked if there were any changes to the meeting agenda as presented. Mrs. Boggs requested an additional item be added to the Nominating Committee.

**Mr. Fatzinger moved and Mrs. Beinlich seconded** to approve the agenda as presented with the addition of an item to the Nominating Committee. 2024:077

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

#### **Property Transfer**

Kelsey Sullivan from Winkhart Law Group, LLC presented information regarding the property transfer of the property on which the new parking lot resides.

**Mrs. Mallamaci moved and Mr. Streb seconded** the following resolution: The North Canton Library currently owns Stark County Parcel Numbers 9204822, 9204824, and 9203127 (collectively, the "Library Property"), and hereby desires to trade the Library Property for a portion of the real property owned by the North Canton City School District that is adjacent to the Library Property that shall be re-platted and deeded to the Library for purposes of constructing an over-flow parking lot thereon. 2024:078

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

#### **Approval of Minutes:**

Mr. Harris asked if there were any corrections to the minutes presented from the October 21, 2024 regular meeting. There were none.

**Mr. Fatzinger moved and Mrs. Beinlich seconded** to approve the minutes of the October 21, 2024 regular meeting. 2024:079

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

#### **Report of the Fiscal Officer:**

Mrs. Boggs reviewed the Fiscal Officer's report for the month of October (attached). The cash balance in all funds at the end of the month was \$4,045,665. October's monthly revenues for all funds were \$200,953, and total annual revenues for all funds were \$2,666,651. Monthly expenses for all funds were \$256,134 and total year-to-date expenses for all funds were \$2,332,754. 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 October.

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

Memorial & Gift Fund –

- Guiding Ohio Online Grant – received \$6,899 from the State of Ohio and local match funds of \$952 from Canal Fulton Public Library

**Mrs. Beinlich moved and Mr. Streb seconded** to accept the gifts listed above with much appreciation. 2024:080

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

**Report of the Director:**

Mrs. Legg reported on the Statistics for October, along with her Director's report (attached). Checkouts of digital materials continues to show consistent growth, and program attendance still remains healthy. Mrs. Legg reported that Passport application revenues brought in \$1,665.63 for the month, for a total year-to-date of \$24,690.64.

**Committee Reports:**

Art:

Mrs. Mallamaci reported that the current show is Organic Melodies by Deb Van Horn McGhee through January 5, 2025.

Building:

Mrs. Legg shared several updates on some of the building projects that have been going on within the Library. The library has had six different building tours with interested design firms in response to the recently published RFQ: HBM, CBLH and Bostwick Design all out of Cleveland, GPD out of Akron, SHP out of Columbus, and Collective Spaces out of Cincinnati. Requests for Qualifications are due on December 6. Mrs. Legg will work with the Board and the Building Committee to put together a rubric for scoring the design firms that are invited to present in the next steps of the process. Mrs. Legg advised that the new parking lot is finally usable, but we are still waiting on signage and electrical for the lights. The digital sign project is slated to start very soon; however, Mrs. Legg hasn't been able to get a definitive timeline for completion. Once she receives a more definite timeline of completion, she will share that. Lastly, Mrs. Legg confirmed that we received an updated proposal from Scheeser-Buckley-Mayfield for the UPS system; however, Mr. Harris recommended talking about that further at the next meeting so he is able to take some time to review the updated proposal.

Budget & Finance:

**Mrs. Pellegrino moved and Mr. Streb seconded** to approve the attached amended Payment Issuance Policy. 2024:081

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

**Mrs. Mallamaci moved and Mrs. Cochenour seconded** to approve the attached 2024 Amended Appropriation, and to transfer \$300,000 from the General Fund to the Permanent Improvement Fund. 2024:082

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

**Mrs. Beinlich moved and Mr. Fatzinger seconded** to approve the attached 2025 Permanent Appropriation. 2024:083

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

Personnel:

Mrs. Legg gave an update on the following staff changes: Hire (10/28/24) and resignation (10/30/24) of Brian Burke, Custodian.

**Mr. Streb moved and Mr. Fatzinger seconded** to hire Brian Burke as Custodian I on October 28, 2024 at an hourly rate of \$10.77 and also to accept his resignation on October 30, 2024. 2024:084

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

Nominating:

**Mrs. Pellegrino moved and Mr. Streb seconded** to recommend that the North Canton City School Board reappoint Lori Cochenour to the North Canton Public Library Board of Trustees for the term beginning January 1, 2025 and ending December 31, 2031. 2024:085

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

Negotiating:

None

Records Retention:

None

Strategic Planning:

None

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

**Executive Session:**

**Mrs. Pellegrino moved and Mr. Fatzinger seconded** to adjourn to executive session at 5:02 p.m. to consider the compensation of a public employee or official. 2024:086

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

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

**Adjournment:**

**Mrs. Beinlich moved and Mr. Streb seconded** to adjourn the regular meeting at 5:18 p.m. 2024:087

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

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Bryan Harris, President

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Lori Cochenour, Secretary