

Regular Board Meeting:

The Board of Trustees of the North Canton Public Library held a Regular Meeting on Monday, August 18, 2025, at the Library. Mr. Harris called the meeting to order at 4:30 p.m. with the following members present: Mrs. Beinlich, Mrs. Brimfield, Mrs. Cochenour, Mr. Fatzinger, Mr. Harris, and Mrs. Pellegrino. Mr. Streb arrived at 4:33 p.m. Staff: Andrea Legg, Kelly Boggs, Kayla Moles, Christina Weyrick, and Katie Hutchison.

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.

2025:059

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

Approval of Minutes:

Mr. Harris asked if there were any corrections to the minutes presented from the July 21, 2025 regular meeting. There were none.

Mrs. Beinlich moved and Mrs. Cochenour seconded to approve the minutes of the July 21, 2025 regular meeting.

2025:060

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

Report of the Fiscal Officer:

Mrs. Boggs presented the financial reports for July 2025 along with the Fiscal Officer's report (attached). The cash balance in all funds at the end of July was \$4,185,436. Monthly revenues for all funds in July were \$397,194, and total year-to-date revenues for all funds were \$2,002,286. Monthly expenses for all funds in July were \$242,593, and total year-to-date expenses for all funds were \$1,745,972. Investment reports, lists of checks written for July, 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).

GIFTS -Mrs. Boggs reported the following gifts were received during the month of June 2025.

Memorial & Gift Fund –

- Guiding Ohio Online grant proceeds of \$6,899

Lazich Trust Fund –

- Semi-annual investment proceeds of \$4,904.06

Permanent Improvement Fund –

- Semi-annual investment proceeds of \$43,853.18 from the North Canton Library Association

Mr. Fatzinger moved and Mrs. Beinlich seconded to accept the gifts listed above with much appreciation.

2025:061

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

Report of the Director:

Mrs. Legg reported on the Statistics for July, along with her Director's report (attached). Visits to the library are staying consistent, our new cardholders number is up, and digital materials checkouts and program attendance is still showing consistent growth while checkouts of physical materials is continuing to trend downward. Passports brought in \$2,776 for the month, with a total annual revenue of \$24,986.

Committee Reports:

Art: The upcoming shows:

- Upcoming Show: Drawn from Within – The Astounding Power of Art Therapy, August 28 through October 5, opening reception August 28 from 5:30 to 7:00 p.m.

Building:

Mrs. Legg provided updates on several of the building projects: ThirdWay Space completed User Experience tours with patrons at the end of July and will be sending their results over to SHP so they can work those into their designs. Bricker-Graydon finalized the procurement documents for the Construction Manager At-Risk (CMAR) so we can look at the next steps of that process. Lastly, our new digital sign project has been completed with the addition of the new landscaping around the sign.

Budget & Finance:

Mr. Fatzinger moved and Mrs. Cochenour seconded to accept the 2026 Tax Budget, as attached. 2025:062

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

Personnel:

Mrs. Pellegrino moved and Mr. Streb seconded to approve personnel changes, as listed: 2025:063

- Termination of Rigby Marazita, Clerk, effective 7/28/25
- Accept resignation of Siren Miya, Clerk, effective 8/20/25
- Change status of Scott Stamm, Custodian I, from regular part-time to full-time, effective 8/3/25, with no change to hourly rate
- Hire Katie Hutchison as Adult & Teen Services Manager, at a salary of \$58,000 per year, effective 8/18/25

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

Nominating:

None

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, September 15, 2025 at 4:30 p.m.

Executive Session:

Mrs. Beinlich moved and Mrs. Brimfield seconded to adjourn to executive session at 4:54 p.m. for the purpose of: 2025:064

- To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

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

The meeting returned to **regular session** at 5:41 p.m.

Mrs. Beinlich moved and Mrs. Cochenour seconded to:

2025:065

- approve the attached job descriptions for the positions of Children's Department Manager, Patron Services Manager, and Human Resources Manager/Deputy Fiscal Officer.
- appoint management employees to these positions as follows: Jamie Macris - Children's Department Manager; Nancy Myers - Patron Services Manager; Kayla Moles - Human Resources Manager/Deputy Fiscal Officer.

Mrs. Beinlich moved and Mrs. Cochenour seconded to:

2025:066

- approve bonuses for the calendar year 2025 to be paid to the Director and the Fiscal Officer in the following amounts, based upon the recommendation of the Personnel Committee:
 - Andrea Legg, Director, \$1,500
 - Kelly Boggs, Fiscal Officer, \$1,500
- approve creation of a bonus pool in the amount of \$7,500 for the calendar year 2025 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.

Mrs. Beinlich moved and Mrs. Cochenour seconded to approve new salary amounts for management employees, effective July 6, 2025, as recommended by the Personnel Committee, as follows:

2025:067

Kelly Boggs	Fiscal Officer	\$81,404
Andrea Legg	Director	\$102,518
Jamie Macris	Children's Department Manager	\$59,876
Kayla Moles	Human Resources Manager/Deputy Fiscal Officer	\$59,051
Nancy Myers	Patron Services Manager	\$59,051
Christina Weyrick	Community Relations Manager	\$60,445
Richard Wiltrout	Information Technology Manager	\$69,098

Adjournment:

Mrs. Pellegrino moved and Mrs. Brimfield seconded to adjourn the regular meeting at 5:55 p.m. 2025:068

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

Bryan Harris, President

Lori Cochenour, Secretary