

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting held virtually via Zoom

January 14, 2021 Regular

President Bruce Ente called to order the regular meeting at 5:04 p.m. Roll call: Anita Lock, Marcia Peterson, Megan Newson, Bethany Baker, Patrick Prosser and Bruce Ente were present. Meredith Gadsby arrived later, as noted. Also present were Darren McDonough, Director, and Kristin Cioffi, Fiscal Officer. Erin Shiba and Robin Lauren were present from the public.

Peterson moved, seconded by Baker, to accept Resolution # R-21-1-1, approving the minutes of the December 10, 2020 regular meeting. All present voted in favor.

MOTION PASSED

Peterson moved, seconded by Newson, to accept Resolution # R-21-1-2, approving the minutes of the 2021 Organizational meeting. All present voted in favor.

MOTION PASSED

President Ente gave a 2021 introductory message noting that he is excited to join the Board and is impressed by everyone's experience and qualifications. He gave an overview of the responsibilities of the Board and presented some key partnerships he would like for the library and the trustees to explore. He concluded by saying that he is excited to work on making an excellent library even better.

Gadsby arrived at 5:16 p.m.

Fiscal Officer Cioffi reviewed the December 2020 financial reports, consisting of Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation, reporting on the year-end fund balances and updated revenue estimates for 2021. Prosser asked if Cioffi could give an overview of the information contained in the financial reports before the next board meeting. Several other trustees indicated that they would be interested in a financial overview as well. It was decided that Cioffi would present a financial statement tutorial, but a time and date for the presentation was not set. Baker shared that Ohio Library Council offers a workshop for new trustees each year and that she attended last year's workshop and found it very beneficial. More information about the workshop and Ohio Library Council is available on their website at www.olc.org. Baker moved, seconded by Peterson, to accept Resolution # R-21-1-3, accepting the December 2020 financial reports. All present voted in favor.

MOTION PASSED

DIRECTOR'S REPORT

Director McDonough noted his report and asked if anyone had any questions. Prosser noted that in reviewing the statistical reports, it seemed that much of the usage was down, except for children's materials. McDonough replied that curbside pickup of books has been very popular with children and their parents. Ente noted that eBook usage was also up. Lock asked about the process for changing the signatures on the library's checking account. Cioffi reviewed the steps for changing the signatures.

COMMITTEE REPORTS

BUILDING, FINANCE, & AUDIT committee did not meet
LIBRARY SERVICES committee did not meet

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting held virtually via Zoom

January 14, 2021 Regular

PERSONNEL committee did not meet

Ente commented that in the past, it seemed like committees did not meet regularly. Moving forward, he would like the committees to take a more proactive role. Gadsby and Lock both replied that the committees have always regularly met unless there was a month with no business. Discussion followed regarding the role of committees. McDonough noted that the Personnel Committee had not chosen a regular day and time to meet yet.

OLD BUSINESS none

NEW BUSINESS

Prosser opened up a discussion regarding the use of preferred pronouns on the trustee contact list and webpage. The consensus was that it was a positive thing, but a formal mandate was not necessary. Any trustee that wishes to list their preferred pronouns on the webpage or trustee contact list should email McDonough or Cioffi to let them know.

COMMUNICATIONS AND GIFTS

Lock moved, seconded by Gadsby to accept Resolution # R-21-1-4, to accept the following gift:

\$100.00 from Carl Read Gerber

All present voted in favor.

MOTION PASSED

PUBLIC PARTICIPATION

Ente noted that the agenda item PUBLIC COMMENTS has been renamed PUBLIC PARTICIPATION in order to encourage the public to participate. He asked Lauren or Shiba if they would like to speak. Lauren replied that she did not have any comments but would like to know when the financial report review would be so she could attend. Shiba said hello to everyone.

Ente noted the meeting schedule for next month had been emailed with McDonough's reports.

Gadsby asked about the change in voting and parliamentary procedure at the meeting. There was some discussion regarding the changes.

Lock moved, seconded by Gadsby, to adjourn. All present voted in favor. The meeting adjourned at 6:06 p.m.

President

Attest