

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

October 21, 2021 Regular

President Bruce Ente called to order the meeting at 5:04 p.m. Roll call: Megan Newson, Anita Lock, Bruce Ente, Bethany Baker, Marcia Peterson, and Patrick Prosser were present. Meredith Gadsby arrived later, as noted. Also present were Darren McDonough, Director, and Kristin Cioffi, Fiscal Officer. Jan Thornton, Erin Shiba, and David Ashenhurst were present from the public. Ente welcomed members of the public and asked them to introduce themselves.

Newson asked for a correction to the minutes of the September 9, 2021, regular meeting.

Gadsby arrived at 5:07 p.m.

Peterson moved, seconded by Baker, to accept Resolution # R-21-10-1, approving the corrected minutes of the September 9, 2021, regular meeting. All present voted in favor.

MOTION PASSED

FISCAL OFFICER'S REPORT

Fiscal Officer Cioffi reviewed the June, July, August, and September 2021 financial reports, consisting of Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation. Cioffi reported on tax levy revenue and updated PLF revenue projections for the remainder of 2021 and 2022. Cioffi noted the conferences she attended this year for continuing education. Gadsby moved, seconded by Peterson, to accept Resolution # R-21-10-2, accepting the June, July, August, and September 2021 Financial Reports. Roll call vote: Newson, Lock, Ente, Baker, Peterson, Prosser, Gadsby, ALL AYES.

MOTION PASSED

Cioffi reviewed Schedule B from the County Auditor. Lock moved, seconded by Peterson, to accept Resolution # R-21-10-3, accepting the amounts and rates as determined by the budget commission, and authorizing the necessary tax levies, and certifying them to the county auditor (official form in 2022 budget file). Roll Call Vote: Newson, Lock, Ente, Baker, Peterson, Prosser, Gadsby, ALL AYES.

MOTION PASSED

Cioffi reported that the library received a Medical Loss Ratio Rebate check from United Healthcare. The Affordable Care Act requires the library to refund a portion of the rebate back to the participating employees. One method of doing

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so is to provide employees with a health insurance premium holiday. Cioffi requested approval to provide participating employees two paychecks for a health insurance premium holiday to comply with the ACA requirement. Baker moved, seconded by Newson, to accept Resolution # R-21-10-4 authorizing Cioffi to give participating employees a health insurance premium holiday for two paychecks. Roll Call Vote: Newson, Lock, Ente, Baker, Peterson, Prosser, Gadsby, ALL AYES.

MOTION PASSED

DIRECTOR'S REPORT

Ente commented that since McDonough's written report is included in the Board packet, there was no need for McDonough to read through it. Ente asked if there were any questions or comments on the report. Newson asked when the staff attended the continuing education activities listed in the report. McDonough replied that the continuing education took place during the last couple of months. Newson asked for McDonough to regularly incorporate staff continuing education activities in his report. Lock commented that she was surprised by the popularity of the COVID-19 test kits. McDonough noted that the town is very conscious of being safe and many are not ready to come to programs yet.

Ente noted that The Bridge report is in the Board packet. Ente commented that usage this month is nearly the same as last September. Ente noted that approximately one patron per hour uses The Bridge. He would like to understand the patron usage better and look at the peak usage hours. Gadsby commented about the initial extension of evening hours based on prior patron feedback.

COMMUNICATIONS AND GIFTS

Lock moved, seconded by Prosser, to accept Resolution # R-21-10-5, to accept the following gifts with gratitude:

In Memory of Jean Broadwell:

- \$30.00 from Daria Grimes

From the Hobbs Family:

- *Air & Space* Magazine Subscription

From the Friends of OPL:

- Lobby and Bathroom Doors Spruce-up worth \$450.00

In Memory of Cynthia Dede:

- \$100.00 from In-Vestors Club

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In Memory of Shirley Butler:

- \$25.00 from Sarah Khalil

In Memory of Kenneth Wolfe:

- \$50.00 from Richard & Lorna Kretchmar

From Kari Inglis:

- \$100.00 for The Bridge

All present voted in favor.

MOTION PASSED

PRESIDENT'S REPORT

Ente reported that he and McDonough met with Linda Slocum, Oberlin City Council President, and Rob Hillard, Oberlin City Manager, on October 5 for a “getting to know you” session. Topics mentioned included Strategic planning, the Social Justice Committee, and LCCC’s Equity by Design. They suggested that Carrie Handy, Oberlin Director of Planning and Development, and Ian Yarber, Oberlin Recreation Superintendent, might be helpful contacts for the library. Ente noted that he learned Yarber already has a working relationship with the library.

VICE PRESIDENT'S REPORT

Even though Baker did not attend the Friends of OPL meeting this month, she reported that she had updates to share. Baker reported that the Friends of OPL meeting time changed from 4:45 to 5:00 p.m., and the group is still looking for a social media chairperson.

COMMITTEE REPORTS

BUILDING, FINANCE, & AUDIT none

LIBRARY SERVICES

Prosser reported that the committee met McDonough without Lock. They discussed several talking points, including the potential for programming, fine forgiveness, how to work together better to reach dreams and ideas, and the past/future role of the library service committee. Discussion followed regarding the role of the Library Services Committee.

PERSONNEL none

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OLD BUSINESS

Ente commented that the Board had taken the strategic planning for The Bridge as far as they could without overstepping the role of the managers and staff. Ente commented that to move forward, McDonough and Jones will need to deliver a plan to best allocate the library's resources for The Bridge to the Trustees. Peterson commented that the city and the schools are undergoing many changes, so it is good to keep the lines of communication open. Newson asked McDonough if he had discussed strategic planning with Jones. McDonough responded that, of course, he had. Ente commented about conversations on The Bridge in the past but with no decisions made, and he hoped that would not be the case this time. Prosser asked how far past conversations had gotten. McDonough responded that they had gotten about as far as they have now. Newson asked what happened to stop the conversation. McDonough replied that no one wanted to fire two people who were doing their jobs as directed. McDonough noted that cost was the issue, and most of the cost associated with The Bridge was in salaries. Gadsby commented that it seemed there was a belief that previous Boards had dropped the ball regarding The Bridge. Gadsby commented that she agreed with McDonough to a degree, but that talks never led to discussing termination, except in private conversation. Gadsby noted previous Boards had given recommendations regarding The Bridge to McDonough, but more important issues to focus attention on had come up.

NEW BUSINESS

Baker reported that she attended Literacy Night at Oberlin Elementary before today's meeting and that Amanda Guttman and Jesse Hogan had a nice table at the event. She noted it was a great representation of OPL.

PUBLIC PARTICIPATION

David Ashenhurst commented that the pandemic had changed everything. He commented that five of the current Trustees were not even there at the last meeting he attended. He commented that when he first arrived in Oberlin in 1995, he was welcomed to the community by Librarian Eva Greenburg. Ashenhurst commented that what's going on at The Bridge during the pandemic is not relevant. He commented that the Board should ask the public their opinion of The Bridge and noted that many groups meet there. Ashenhurst commented that the Board should wait until after the pandemic to make any decision regarding The Bridge and that the allocation of resources should be the

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responsibility of the director. Ashenhurst commented that there should be a wonderful recognition of Nancy Yood on her retirement. McDonough commented that Erin Shiba held a retirement party for her. Ashenhurst commented that he plans on attending all Board meetings for the next three years.

Erin Shiba commented that gifts to the library are usually for memorials, so when the library doesn't have as many gifts, it means more people are still here.

Jan Thornton commented that she thinks it is nice that the Board is thinking about strategic planning for The Bridge.

Newson moved, seconded by Lock, to accept Resolution # R-21-2-4, to go into executive session at 6:22 p.m. to consider the employment of a public employee. Roll call vote: Lock, Newson, Peterson, Baker, Ente, Prosser, Gadsby, ALL AYES.

MOTION PASSED

The Board returned from executive session at 8:02 p.m. via motion by Newson, seconded by Peterson. Gadsby left the meeting during the executive session.

Ente reported that the Trustees had a productive discussion on performance evaluation content and processes during the executive session. More information will be forthcoming.

NEXT MEETING & COMMITTEE SCHEDULE

Ente reported the rescheduling of the Library Services Committee meeting from Tuesday, November 2 to Thursday, November 4 at 1:30 p.m. He also mentioned that the Personnel Committee meeting scheduled for Monday, November 1 at 4:30 p.m. changed to a Special meeting of the entire Board.

Prosser moved, seconded by Lock, to adjourn. All present voted in favor. The meeting adjourned at 8:09 p.m.

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President

Attest