

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

August 11, 2022

President Bruce Ente called to order the regular meeting at 5:07 p.m. Roll call: Marcia Peterson, Lili Sandler, Anita Lock, and Bruce Ente were present. Also present was Kristin Cioffi, Fiscal Officer. Several members of the public were in attendance.

Peterson moved, seconded by Lock, to accept Resolution # R-22-8-1, approving the minutes of the July 14, 2022 regular meeting. All present voted in favor.

MOTION PASSED

FISCAL OFFICER'S REPORT

Fiscal Officer Cioffi reviewed the July 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reviewed the expenditure percentages and reported on the 2023 PLF estimate. Lock moved, seconded by Peterson, to accept Resolution # R-22-8-2, accepting the July 2022 Financial Reports. Roll call vote: Peterson, Sandler, Lock, Ente, ALL AYES.

MOTION PASSED

DIRECTOR'S REPORT

Ente noted that Director McDonough was on vacation. Ente mentioned that the packet included McDonough's written report, and there was nothing remarkable to report. Ente asked Technical Services Team Leader Erin Shiba if she wanted to comment on her continuing education activities. Shiba gave an overview of the online workshops she attended. Sandler noted that the September Personnel Committee meeting should be September 2nd, not September 1stst as listed in the packet. Lock asked Shiba if she had any insight into why the COVID-19 test kit statistics were lower last month. Shiba answered that the library was out of test kits; however, they recently received a new shipment.

Ente commented that usage at The Bridge continues to decline. Ente noted that there were 100 fewer visits this July than last July, and one-on-one visits account for only a half hour per day. Peterson commented that she was glad to see the use of the new hotspots.

PRESIDENT'S REPORT

Ente reported on the status of the Ashenhurst lawsuit, noting that the discussion could take place during executive session, but since the Board has nothing to hide, he prefers the discussion to take place in public. Ente reported that the parties involved had a phone conference and scheduled hearing dates. Ente

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commented that the lawsuit is meritless and baseless. Ente noted that the library's legal counsel Greg Peltz acknowledged that the reason for the November 1, 2021 Special meeting was not appropriately posted and denied every other claim that the Board acted improperly during executive sessions. Ente reported that the Board has the option of pursuing court mediation to resolve the case, but the library's attorney advised against it. There was some discussion regarding the case and the possibility of mediation. After discussion, the Trustees decided to invite Peltz to attend the October Board meeting to discuss the lawsuit with the whole Board.

COMMITTEE REPORTS

BUILDING, FINANCE, & AUDIT

Peterson reported that the committee met with McDonough and Cioffi to discuss the outstanding bills for building repairs. At this point, Centimark is the only company that has billed the library. Peterson reported that McDonough would like to replace the aging flooring and paint the staff break room, and the committee agreed. McDonough also wanted to paint and carpet the back offices, but the committee was unsure of timing, given recent discussions of a library redesign. Peterson reported that the committee also discussed the age of the building's mechanical systems, and all items except the hot water tank are original. Cioffi reported the committee also talked about the status of the audit. After some discussion, the Trustees agreed that even though the back offices need painting and carpeting, it is wise to hold off on starting work at this time.

PERSONNEL COMMITTEE

Sandler reported that she and Gadsby met with staff from Organizational Architecture to tour the library and discuss the Director search. Sandler noted that she sent all Trustees a draft advertisement for the position and a copy of the brochure Cuyahoga Falls Public Library used during their recent Director search. Sandler asked for feedback on the advertisement, noting that Organizational Architecture planned to post the position soon. Cioffi noted that the advertisement mentioned collective bargaining experience, but that was not applicable to OPL. Sandler reported that she and Gadsby would start to preliminarily vet candidates for the position in late September or early October.

OLD BUSINESS

Peterson reported that as a follow-up to last month's discussion regarding the Community Technology Needs Assessment she toured the Central and the Keystone-Lagrange branches of the Elyria Public Library System. Lock reported

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that she visited Amherst Public Library with Friends of OPL President Ann Beach and had a tour led by Cioffi. Both Peterson and Lock would like to continue visiting area libraries. Peterson commented that many priorities are on the plate and stressed the importance of considering cost estimates. Lock commented that she was impressed with Elyria's Central Library's presentation of marketing materials and recommended OPL look at ways to improve marketing.

NEW BUSINESS

Ente reported that Oberlin City Schools are holding an Open Doors event on August 25 from 4-6 p.m, noting an invitation to the library to have a table at the event and thinking it a good idea for Board members to be present. Ente reported that he passed on information about the event to McDonough.

Ente reported that Tom Lock offered to measure and sketch the library at the July Board meeting. Tom Lock noted that his offer was still on the table. Tom Lock gave an overview of his qualifications and what the offer entailed. Discussion followed. Lock moved, seconded by Peterson, to accept Resolution # R-22-8-3, approving Tom Lock's offer to measure and draft a footprint of the library building. All present voted in favor.

MOTION PASSED

PUBLIC PARTICIPATION

Aliza Weidenbaum (99 South Cedar Street) asked if the vibe of the advertisement for the Director's position follows the status quo or shows the library wants something different. Sandler responded that the advertisement shows the library wants something different.

Tom Lock (40 Colony Drive) asked since the recent elimination of fines, why the inclusion of patron fines as revenue in the financial reports. Cioffi responded that the revenue line for fines includes lost items and fees.

Jan Thorton (582 Beech Street) stressed the Friends of OPL's interest in participating in the Director search. Sandler explained that initially, the search firm does not involve anyone but the Trustees; however, an invitation to participate will extend to the Friends and staff during the final interview process. Ente noted that this is the typical process for library Director searches.

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Erin Shiba (139 East Lorain) questioned why the current blueprints of the building were not adequate. Tom Lock responded that the blueprints might not contain shelving or furniture. Shiba commented that it may not have been appropriate for Lock to vote on an issue that concerned her husband. Lock duly noted and acknowledged Shiba's concern.

TRUSTEE REMARKS

Lock reported that while she didn't attend the Friends of OPL meeting, Ann Beach sent her an overview of the meeting. Lock also mentioned the Friends' preparation for their October book sale and that they will recognize outgoing Friends and Library board members at their September meeting.

Ente reported that he will be traveling next month and will not be able to attend the committee or regular Board meetings.

Peterson moved, seconded by Lock, to adjourn. All present voted in favor. The meeting adjourned at 6:33 p.m.

President

Attest