

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

December 8, 2022

President Bethany Baker called to order the regular meeting at 5:03 p.m. Roll call: Bethany Baker, Megan Newson, Lili Sandler, Marcia Peterson, Anita Lock, and Meredith Gadsby were present. Also present was Kristin Cioffi, Fiscal Officer. Several members of the public were in attendance.

Newson moved, seconded by Peterson, to accept Resolution # R-22-12-1, approving the minutes of the November 10, 2022 regular meeting, the November 12, 2022 special meeting, and the November 15, 2022 special meeting. Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

FISCAL OFFICER'S REPORT

Fiscal Officer Cioffi reviewed the November 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported on the total PLF revenue for the year, the release of the 2020-2021 audit report, and a deflating bank error on the bank reconciliation caused by the library's payroll provider. There was some discussion regarding issues Cioffi has been having lately with the payroll provider. Lock moved, seconded by Peterson, to accept Resolution # R-22-12-2, accepting the November 2022 Financial Reports. Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

Cioffi reported that the library's creative writing group facilitated by Public Services Team Member Jenn Bedard was just featured on the front page of the *Morning Journal*. Copies of the article were circulated.

Baker commented that she was happy to see kids in the Backspace again. Gadsby commented that her daughter's girl scout troop used the space to work on their cyber security badge. Gadsby also commented that Backspace Coordinator Kriana Bell brings a positive energy to the Backspace. She noted that the America Reads program will start offering tutoring again.

Peterson moved, second by Lock to accept Resolution # R-22-12-3, to accept the following gift:

- \$200.00 from the Silver Wheels Cycling Club

Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

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COMMITTEE REPORTS

PERSONNEL COMMITTEE

The committee moved and seconded to accept Resolution # R-22-12-4, accepting the resignation of Circulation Clerk Sabrina Hunker effective 11-23-2022. Gadsby circulated Hunker's resignation letter. Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

The committee moved and seconded, to accept Resolution # R-22-12-5, to enter Executive Session at 5:17 p.m. to discuss the appointment, compensation, and employment of public employees. Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

The Board exited the executive session at 6:14 p.m. via motion by Gadsby, seconded by Sandler.

The committee moved and seconded, to accept Resolution # R-22-12-6, approving the hiring of the new director and the terms of his contract (copy attached). Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

The committee moved and seconded, to accept Resolution # R-22-12-7, to appoint Kristin Cioffi as Interim Director from December 4, 2022 to December 31, 2022 and to approve her contract (copy attached). Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

The committee moved and seconded, to accept Resolution # R-22-12-8, to approve the 2023 Salary Chart (copy attached). Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

The committee moved and seconded, to accept Resolution # R-22-12-9, giving all eligible employees a one-step increase in salary effective the first pay in 2023 (starting 12-25-2022). Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

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The committee moved and seconded, to accept Resolution # R-22-12-10, giving Fiscal Officer Cioffi a 2.5% increase effective the first pay in 2023 and approving her contract. Roll call vote: Baker, Newson, Sandler, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

The Personnel Committee formally announced David Fausnaugh as the new Director of the Oberlin Public Library. Sandler read the following bio:

“David Fausnaugh has served as the director of Pickaway County Library since 2016. After graduating from Capital University, he began his career at Bexley Public Library and earned his MLIS from Kent State University. While at Bexley, he worked in numerous positions, beginning as a shelver and including roles in information technology, public services, and collection development. During David’s time at Pickaway, the library expanded public service hours, opened a drive-through pickup window at both branch locations, launched the Dolly Parton Imagination Library book gifting program in the county, and started loaning non-traditional collections like WiFi hotspots, puzzles, and board games. He is a member of the Circleville Sunrise Rotary club and serves on the board of Root Cause Uganda, an Ohio-based non-profit supporting the Miryante Community Centre in Mubende, Uganda. He enjoys staying busy through local civic organizations, but in his spare time you can find David golfing, dining out with friends, and watching basketball.”

Sandler commented that the Board is very much looking forward to welcoming David to the library and that he is very excited to join us. Gadsby announced that Kristin Cioffi will be serving as Interim Director for the month and that she is confident the library is in capable hands. Sandler asked that the community extend grace and patience to the Interim Director, the library, and the new Director during the transition process. Gadsby thanked the staff for all of their time, energy, and action during the hiring processes. She commented that she feels privileged to be working with people so dedicated to the library and to Oberlin. Peterson thanked Gadsby and Sandler for all of their hard work during the hiring process.

LIBRARY SERVICES COMMITTEE

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Lock moved, seconded by Newson to accept Resolution # R-22-12-11, approving the following holidays for 2023:

Holiday Closings:

- Sunday, January 1 – New Year’s Day*
- Monday, January 2- New Year’s Day observed
- Monday, January 16 – Martin Luther King, Jr. Day
- Sunday, April 9 – Easter Sunday*
- Monday, May 29 – Memorial Day
- Monday, June 19 – Juneteenth
- Tuesday, July 4 – Independence Day
- Monday, September 4 – Labor Day
- Thursday, November 23 – Thanksgiving Day
- Sunday, December 24 – Christmas Eve
- Monday, December 25 – Christmas Day

Floating Holidays:

- Monday, February 20 – President’s Day
- Saturday, November 11 – Veteran’s Day
- Sunday, December 31 – New Year’s Eve

*Library closed with no staff earning holiday pay

OLD BUSINESS none

NEW BUSINESS

Baker reported that she has been thinking about the need for a nominating committee for new Board officers. She noted there will be between two and four new trustees. There was discussion about the need for a committee.

TRUSTEE REMARKS

Baker reported that it is Lock’s last meeting as a Trustee. Baker thanked Lock for her service and expressed appreciation of her advocacy. Lock commented that it has been a difficult and challenging time and that she could not imagine going through it with a better group of people.

PUBLIC PARTICIPATION

Erin Shiba (139 East Lorain) reported that she was approached by the staff to ask if the Board has plans for a welcome gift for the new Director. Gadsby responded that the Board is thinking of hosting an event and inviting the Friends of OPL.

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Baker commented that there will be a formal introduction for Fausnaugh once he starts. Shiba asked if Baker will still be able to sign checks until the 2023 Organizational meeting. Cioffi responded that as long as Baker is reappointed to the Board, she will. If Baker is not reappointed, a special Organizational meeting will need to be called before the end of the year.

Gadsby moved, seconded by Lock, to adjourn. All present voted in favor. The meeting adjourned at 6:16 p.m.

President

Attest