

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

July 14, 2022

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

Baker moved, seconded by Sandler, to accept Resolution # R-22-7-1, approving the minutes of the June 9, 2022 regular meeting. All present voted in favor.

MOTION PASSED

President Ente announced that Director McDonough was not present at the meeting because he had COVID.

FISCAL OFFICER'S REPORT

Fiscal Officer Cioffi reviewed the June 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reviewed the expenditure percentages and reported on the updated PLF estimate for 2022. Peterson moved, seconded by Lock, to accept Resolution # R-22-7-2, accepting the June 2022 Financial Reports. Roll call vote: Baker, Peterson, Lock, Sandler, Ente, Gadsby, ALL AYES.

MOTION PASSED

DIRECTOR'S REPORT

Ente noted that Director McDonough's written report was distributed, and there was nothing of note to discuss. Ente commented that McDonough would not be present at the August meeting. He also noted that all Trustees received an invitation to the upcoming Lorain County Public Library Trustees meeting.

Ente mentioned that The Bridge report was in the packet. Ente commented that visits were lower this year than in 2021, one-on-one lessons accounted for less than an hour a day, and most of the tasks completed at The Bridge could be done at the library or anywhere. Lock commented that COVID may still be impacting attendance. Peterson noted that the city's Playground program might overlap the hours of programs at The Bridge. Sandler commented that in June and July of 2021, many people were out more because they thought COVID was over but then returned. Baker commented that she thought the coding program would have been more popular. Baker also noted that Lego and Storytime programs at the library are popular, so people were coming despite COVID.

June 2022 didn't include any gifts.

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PRESIDENT'S REPORT

Ente reported that on July 8, 2022, the library's attorney Greg Peltz filed a response to the lawsuit denying the allegations on the executive session and admitting that the public meeting notice did not list the reason for the Special Meeting. The library is waiting on the judge to determine if there will be a hearing.

COMMITTEE REPORTS

PERSONNEL COMMITTEE

Gadsby reported the committee met and reviewed personnel actions. Gadsby circulated the new employees' applications. The committee moved and seconded to accept Resolution # R-22-7-3, accepting the following hires:

- Circulation Clerk Una Laubscher-Baumann, effective 6-6-2022
- Circulation Clerk Elizabeth Baker, effective 6-12-2022
- Office Administrator Jesse Hogan (moved from Public Services), effective 7-10-2022

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

MOTION PASSED

Sandler reported that the committee contacted and received proposals from Bradbury Miller and Organizational Architecture to provide recruitment services for a new director. The proposals were e-mailed to all trustees. Ente reported that he obtained a third proposal from Library IQ. Sandler reported that the committee recommended contracting with Organizational Architecture and reviewed their reasoning. The committee moved and seconded to accept Resolution # R-22-7-4, accepting the proposal for Library Director recruitment services from Organizational Architecture. Roll call vote: Baker, Peterson, Lock, Sandler, Ente, Gadsby, ALL AYES.

MOTION PASSED

OLD BUSINESS

Ente reported that the Community Technology Needs Assessment (CTNA) committee met with McDonough, Cioffi, Rebecca Wedge, and Stephanie Jones to review the final report from Library IQ. Lock reported that the committee was not ready to move forward with recommendations yet. Peterson reported that she and Lock followed up with Cioffi to better understand to steps needed to proceed with the recommendations in the report. Lock commented that she found the

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meeting eye-opening since several suggestions in the report had already being done at the library or been tried in the past. Sandler asked for an example of something they didn't know about. Peterson replied that they did not know about the library's participation in E-Rate, vendor discounts, end-of-life computer replacements, or disaster recovery. Gadsby asked how Library IQ did not learn from their information gathering that these things had been done. Lock replied that at the last meeting the group had with Library IQ, the staff members present did not point these items out to Deb Joy. Ente commented that the staff did not seem engaged in the process. Ente noted that Jones commented that she didn't think anything needed to be changed at The Bridge. Baker asked if the issue with the process was disinterest or resistance. Peterson replied that Cioffi brought up the question of cost. Gadsby asked why there were no items recommended for action. Cioffi replied that the committee was still looking at the best way to move forward to implement recommendations. Ente commented that the process had a lot of moving parts, but the process needed to continue moving forward. Ente would like the Board to take the steps necessary to compile a file of qualified design professionals. Sandler thanked the committee for their work and commented that big things should wait until a new director was hired, and noted that it was important for the staff to be on board with the process. Gadsby commented that no item was more important than hiring a new director. Ente would like the committee to keep working and to bring back recommendations.

NEW BUSINESS

Ente reported that there had been an ongoing debate among the county libraries on the PLF funding formula. Ente reported that he and McDonough attended a meeting with other Lorain County Library Directors and Trustees to discuss the new allocation for PLF revenue in Lorain County. Ente reviewed the agreed-on resolution, noting that the population of the Grafton Correctional Institution would be included in the service district population for Grafton-Midview Public library, but would be phased in over four years. Peterson moved, seconded by Baker, to accept Resolution # R-22-7-5, approving the PLF Distribution Formula as presented (copy attached). Roll call vote: Baker, Peterson, Lock, Sandler, Ente, Gadsby, ALL AYES.

MOTION PASSED

TRUSTEE REMARKS

Sandler commented that she would like the library to stop printing paper packets for the Board meetings. Ente replied that any Trustee who did not want a paper

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packet should let McDonough know. Peterson commented that the library should look into getting a Smart Board for the meeting room.

PUBLIC PARTICIPATION

Aliza Weidenbaum (99 South Cedar Street) commented that the vacant public services position should be advertised with an emphasis on tech skills and people training experience. Weidenbaum commented that she was most concerned with having a diverse staff that could work with patrons with a variety of needs. Weidenbaum suggested that the library put up a marker board at the library and at The Bridge for people to post suggestions or questions. Peterson commented that a Trustee recommended the library use Padlet, but the recommendation was not implemented.

Tom Lock (40 Colony Drive) commented that he found out that although the Board worked on revising their bylaws back in 2016, they were never approved. He noted that the current Board bylaws are from 1989 and are out-of-date. Lock commented that he was concerned that the lawsuit filed by David Ashenurst against the Board had not been resolved yet, and depending on the result of the lawsuit, McDonough's evaluation may be thrown out. Ente replied that the library's legal counsel had advised that nothing that had subsequently happened was a result of the evaluation. Lock commented that with talk of moving The Bridge into the library, a current floor plan of the library should be created. Lock offered to create a floor plan.

Ente thanked Jan Thorton for attending the meeting. Ente asked if it would be helpful for Lock to create a floor plan of the library. The Trustees agreed that the Director should be consulted before a decision was made.

Baker moved, seconded by Lock, to adjourn. All present voted in favor. The meeting adjourned at 6:31 p.m.

President

Attest