

## OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

**June 9, 2022**

President Bruce Ente called to order the regular meeting at 5:02 p.m. Roll call: Lili Sandler, Bruce Ente, Megan Newson, Bethany Baker, Marcia Peterson, Anita Lock, and Meredith Gadsby were present. Also present were Darren McDonough, Director, and Kristin Cioffi, Fiscal Officer. There was a well-attended public.

Peterson moved, seconded by Lock, to accept Resolution # R-22-6-1, approving the minutes of the May 12, 2022 regular meeting, the Records Commission meeting, and the 2023 Budget Hearing. Roll call vote: Sandler, Ente, Newson, Baker, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

### FISCAL OFFICER'S REPORT

Fiscal Officer Cioffi reviewed the May 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported that the Ohio History Connection and the Auditor of State approved the changes to the Records Retention Schedule and that the Ohio Auditor's office contacted her with the initial 2019-2020 audit questionnaire. Gadsby moved, seconded by Baker, to accept Resolution # R-22-6-2, accepting the May 2022 Financial Reports. Roll call vote: Sandler, Ente, Newson, Baker, Peterson, Lock, Gadsby, ALL AYES.

MOTION PASSED

### DIRECTOR'S REPORT

Director McDonough reported that 173 home COVID-19 test kits were distributed in May and that the work had been completed on the south wall and the mortar removed from the expansion joints. There had also been work done on the concrete sidewalks in front of the building. McDonough noted that painting and landscaping work had been scheduled. McDonough reported that the library would participate in the Juneteenth celebration and Chalk Walk. McDonough informed the Board that he would be out of town at the time of the August Board meeting.

McDonough noted The Bridge report was in the packet. Ente thanked Bridge Director Stephanie Jones for coming to the meeting and commented that the current year-to-date totals were similar to last year. Jones answered some questions from the Trustees regarding programs.

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McDonough reported that no gifts were received in May. Ente asked if there was a way to make The Bridge monthly report more actionable. He commented that the data given had not been turned into actionable information. Jones asked what information Ente would like to see, noting that the format of the report was requested by previous Boards. Ente replied that Jones should be proactive in recommending what information the Board should be looking at. Gadsby suggested Jones might include some specific information on programs and workshops that have been popular. There was some discussion regarding the recent digital photography workshop and whether attendance met expectations.

### PRESIDENT'S REPORT

Ente reported that there was no news to report on the lawsuit. Ente noted that ALA's Annual Conference was coming up at the end of June in Washington D.C. Ente said he was considering attending to utilize their job placement services.

### COMMITTEE REPORTS

#### PERSONNEL COMMITTEE

The committee moved and seconded, to accept Resolution # R-22-6-3, accepting the following resignations:

- Circulation Clerk Cameron Payne, effective 5-20-2022
- Public Services Team Member Josephine Lee, effective 6-4-2022

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

### MOTION PASSED

Gadsby reported the committee discussed the Performance Evaluation of Fiscal Officer Cioffi. Gadsby would add Cioffi's continuing education activities to the evaluation and recirculate it.

### BUILDING, FINANCE, & AUDIT

Peterson reported that the roof had been put back in place, and the work completed had a two-year warranty. Peterson reported that the beam in the back of the building had been repaired and repainted. Baker reported that the library could quickly locate a roofer to replace the original roofer since he was not available to perform the work. Baker noted the library is waiting on the final bills for the work, Ente thanked McDonough for looking after the building.

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### LIBRARY SERVICES

Lock reported that the committee met and discussed fines, programs, and the calendar of events. Newson reported that the committee recommended eliminating fines, noting that fines were a very small portion of the budget and that the library would soon have automatic renewal for materials. The committee moved and seconded to accept Resolution # R-22-6-4, eliminating patron late fees effective immediately. All present voted in favor.

MOTION PASSED

Lock reported on Summer Reading and upcoming programs at The Bridge and the library. Newson reported on the ways the library markets programming. Newson reported that the proposal for Eastwood school was brought up, but the committee felt it was a topic better suited to the BF&A committee. Several trustees brought up challenges with the proposal.

### OLD BUSINESS

Ente reported that the Community Technology Needs Assessment (CTNA) final report had been issued, and the next step was to determine what the library would want to do going forward. There was discussion on the recommendation to move The Bridge into the library building. Cioffi gave an overview of the logistical, legal, and financial requirements associated with a building project. There was additional discussion on recommendations from the final report. It was decided that CTNA committee would meet with Cioffi to discuss the report and recommend the next steps to the entire Board.

### NEW BUSINESS

Ente reported that Sandler received two proposals from Director search firms, and he received one from Library IQ. The Personnel Committee will review the proposals and bring a recommendation to the entire Board.

Sandler left the meeting at 6:27 p.m.

TRUSTEE REMARKS None

### PUBLIC PARTICIPATION

Aliza Weidenbaum (99 South Cedar Street) asked when the Library IQ report would be made public. Weidenbaum commented that all decisions about The Bridge should be tabled until a new Director was hired. Ente replied that the report would be posted on the library's website.

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Tom Lock (40 Colony Drive) commented that he would like to correct and expand on his comments from May. Lock commented that after obtaining 2021 State Library reports from various libraries, he felt revenue was better than population for comparing libraries. Lock noted that Grafton Midview Public Library and Amherst Public Library have operating revenues similar to Oberlin. Lock reviewed statistics for the three libraries, noting that Grafton and Amherst are both a part of Ohio Digital Library and have more online resources. Lock commented that Oberlin's programming was down due to COVID, and he looked forward to programming increasing as COVID eases.

Tony Wilgus (35 North Park) commented that he does not know the manner in which McDonough was hired or how other libraries hire directors. Wilgus commented that he finds it ironic and disingenuous that the Board would hire out the hard work of hiring a Director that resigned because of the tediousness of the Board's evaluation, rather than put in the hard work themselves. Ente replied that it is not uncommon for Boards to have assistance from outside firms in the hiring process.

Ann Beach (175 North Prospect) commented that she is the President of the Friends of OPL. Beach asked that the Friends be included in any discussion of expansion, noting that the Friends provide financial support to the library. Beach also recommended the Board use microphones, noting that much of what was said during the meeting could not be heard.

Ente commented that the staff have expressed interest in being involved in the Director search, and the Board wants them to be.

Baker suggested entertaining the idea of having a committee of community and Friends members included in the process.

Ente thanked the public for attending and sharing their thoughts.

Newson moved, seconded by Lock, to adjourn. All present voted in favor. The meeting adjourned at 6:48 p.m.

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President

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Attest