

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

November 10, 2022

Vice-President Bethany Baker called to order the regular meeting at 5:01 p.m. Roll call: Bethany Baker, Marcia Peterson, Anita Lock, Megan Newson, and Lili Sandler were present. Meredith Gadsby arrived later, as noted. Also present were Darren McDonough, Director, and Kristin Cioffi, Fiscal Officer. Several members of the public were in attendance.

Baker reported that new Board officers need to be nominated and elected, due to the resignation of Bruce Ente. Newson moved, seconded by Sandler, to accept Resolution # R-22-11-1, accepting the following slate of officers, as nominated by Peterson and Lock:

President	Bethany Baker
Vice-President	Marcia Peterson
Secretary	Anita Lock

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

MOTION PASSED

Peterson moved, seconded by Baker, to accept Resolution # R-22-11-2, approving the minutes of the October 13, 2022 regular meeting. Roll call vote: Baker, Peterson, Lock, Newson, Sandler, ALL AYES.

MOTION PASSED

FISCAL OFFICER'S REPORT

Fiscal Officer Cioffi reviewed the October 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi noted the resolution to the adjusting factor on the September bank reconciliation. Cioffi reported the \$60,000 transfer from the General Fund to the Building Fund as approved last month and explained the transfer process as reported in the monthly financial reports. Cioffi also reported on updated PLF projections for the remainder of the year. Peterson moved, seconded by Lock, to accept Resolution # R-22-11-3, accepting the October 2022 Financial Reports. Roll call vote: Baker, Peterson, Lock, Newson, Sandler, ALL AYES.

MOTION PASSED

DIRECTOR'S REPORT

Director McDonough commented that he does not have a lot to report. Personnel items would be addressed under the Personnel Committee. McDonough reported that the City of Oberlin plans to repave the parking lot next year. McDonough

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explained that the library would be responsible for 29% of the total cost of the project. There was some discussion regarding the parking lot and the project.

Gadsby arrived at 5:09 p.m.

Baker asked how many people used the Backspace and if the total included Girl Scouts. McDonough replied that he was unsure but thought 27 people used the Backspace. Baker commented that she hoped the Backspace would be used.

Lock asked a question about the boxes in the Gift Report. McDonough replied that he usually reports the total yearly gifts from Friends of OPL in December, but since this is his last meeting, he included the total this month. McDonough noted the printed box was an Excel formatting issue.

Lock moved, second by Peterson to accept Resolution # R-22-11-4 to accept the following gifts from the Friends of OPL:

- MindFair Books: \$1,200.00
- Programs & Giveaways: \$8,346.78
- Overdrive e-books: \$5,000.00
- Book Page Subscription: \$648.00

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

MOTION PASSED

Baker thanked Friends of OPL President Ann Beach for their support.

COMMITTEE REPORTS

PERSONNEL COMMITTEE

Gadsby reported that there were two new hires and circulated their employment applications. The committee moved and seconded to accept Resolution # R-22-11-5, accepting the following hires:

- Shane Holbrook, Circulation Clerk, effective 10-31-2022
- Kriana Bell, Program Coordinator at The Bridge, effective 10-31-2022

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

MOTION PASSED

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Sandler reported that there were three finalists for the Director position, with two interviews scheduled: one on Saturday morning and the other on Tuesday evening. Sandler noted the proper posting of the notice for the Special Meeting to conduct the interviews. Gadsby reported that the purpose of the meetings are to appoint a public employee and that once the meeting is called to order, the Board will adjourn into executive session to conduct the interviews.

BUILDING, FINANCE, AND AUDIT COMMITTEE

Cioffi presented Temporary Appropriations for 2023. The committee moved and seconded to accept Resolution # R-22-11-6, approving 2023 Temporary Appropriations as follows: General Fund \$1,756,078.00, comprised of \$1,100,428.00 salaries and benefits, \$314,150.00 purchased and contracted services, \$304,000.00 library materials, information and supplies, \$7,500.00 other objects, \$30,000.00 capital outlay; Building Fund expenditures of \$150,000.00; and Non-Expendable Trust Funds expenditures of \$5,000.00 for a grand total of \$1,911,078.00. Roll call vote: Baker, Peterson, Lock, Newson, Sandler, Gadsby, ALL AYES.

MOTION PASSED

OLD BUSINESS

Peterson reported that in September, four Trustees attended a county-wide Trustee meeting where members of the Lorain County Prosecutor's office talked about ORC topics relating to Trustees. Peterson noted that some of the information was confusing, so she followed up with questions for attorney Greg Peltz. Peterson read Peltz's response regarding video conferencing use for trustee attendance at meetings. Peltz advised against using video conferencing as a method for Trustees to attend meetings but could be used if necessary. Cioffi commented that she disagreed with Peltz's advice since the Ohio Attorney General's Office has public literature stating that the legislation that temporarily allowed meeting attendance via video conference expired on June 30, 2022. As of July 1, 2022, Trustees must attend in-person meetings to participate. Peterson would follow up on the topic with Greg Peltz.

NEW BUSINESS none

TRUSTEE REMARKS

Baker reported that the Trustees created a Resolution acknowledging the service of outgoing Director Darren McDonough, but would not read it, per his request.

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Lock moved, seconded by Gadsby, to accept Resolution # R-22-11-7, approving the following Resolution of Acknowledgement and Appreciation for Darren McDonough, Director of Oberlin Public Library:

Whereas, Director Darren McDonough has provided nearly 17 years of service and leadership to the Oberlin Public Library, and

Whereas, Director Darren McDonough is about to embark on a new adventure, and

Whereas, the board wishes to extend our sincere hopes for good health, happiness and success in his future endeavors,

Be it resolved that the Oberlin Public Library Board of Trustees acknowledges and appreciates the leadership and service of Director Darren McDonough as he departs the Oberlin Public Library and wishes him well in future endeavors.

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

PUBLIC PARTICIPATION

Aliza Weidenbaum (99 South Cedar Street) asked if the staff would schedule time to meet with the finalists for the Director position. The Board confirmed that the staff would have a scheduled time to meet the finalists.

Michael McFarlin (23 Union) commented that the Board might check with the City of Oberlin's law director regarding video conference attendance at meetings. McFarlin noted that City Council also has to follow ORC open meeting regulations.

Sandler moved, seconded by Gadsby, to accept Resolution # R-22-11-8, to enter Executive Session at 5:28 p.m. to discuss the appointment of a public employee. Roll call vote: Baker, Peterson, Lock, Newson, Sandler, Gadsby, ALL AYES.
MOTION PASSED

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

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Gadsby moved, seconded by Lock, to adjourn. All present voted in favor. The meeting adjourned at 6:14 p.m.

President

Attest