

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

October 13, 2022

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

Peterson moved, seconded by Newson, to accept Resolution # R-22-10-1, approving the minutes of the September 8, 2022 regular meeting. All present voted in favor.

MOTION PASSED

PRESIDENT'S REPORT

President Ente reported that he would be relocating to Chicago and resigning his Trustee position effective October 15. Ente read the following email sent to Oberlin City Council Clerk Belinda Anderson:

“Dear Ms. Anderson,

Due to an unexpected, unforeseen change in my personal circumstances I am relocating from Oberlin to Chicago. Consequently, with a heavy heart, I must resign my position on the Oberlin Public Library Board of Trustees effective October 15, 2022.

I was greatly honored by my appointment by the City Council to this position, and it has been a tremendous privilege to serve the library, its patrons and the entire community as president of the board. The library trustees are an *impressive* group of community volunteers who have donated their time, talents and energy to tackling several important, long-standing, pressing issues at the OPL.

The Board of Trustees has done some “heavy lifting” over the past year and a half — not always easy or stress-free — and I am proud of what we have accomplished in coming to grips with the need for new staff leadership of the library and the need for a strategic vision and plan for the Community Technology Center (aka “The Bridge”).

I deeply regret not being able to see this important work through to final completion. But I am confident that my fellow trustees will do so, to the benefit of the city and its residents. Please thank the City Council for the

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trust they placed in me and the confidence they have in the wisdom of the OPL Board of Trustees.

With regret at this turn of events and with appreciation for the opportunity I was given,

Bruce Ente (he/him), President
Oberlin Public Library Board of Trustees”

Ente commented that he felt sick at heart in this turn of events and that he was very sad to lose his connection to the library and the people here. He thanked everyone for making his Board service remarkable and rewarding.

Ente introduced the library’s legal counsel Greg Peltz. Baker moved, seconded by Lock, to accept Resolution # R-22-10-2, to enter Executive Session at 5:11 p.m. to hold conference with legal counsel regarding imminent court action. Roll call vote: Baker, Ente, Newson, Peterson, Sandler, Lock, ALL AYES.

MOTION PASSED

The Board returned from the executive session at 5:41 p.m. via motion by Sandler, seconded by Lock.

FISCAL OFFICER’S REPORT

Fiscal Officer Cioffi reviewed the September 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi explained an adjusting factor on the bank reconciliation. Cioffi reported that the payments for the last of the building work have been remitted, and the library has received the 2023 Certificate of Estimated Resources from the County Auditor. Cioffi also gave an update on the library’s audit of the years 2020-2021, noting that for this audit cycle, the State Auditor is examining Ohio Sunshine Law compliance. Peterson moved, seconded by Sandler, to accept Resolution # R-22-10-3, accepting the September 2022 Financial Reports. Roll call vote: Baker, Ente, Newson, Peterson, Sandler, Lock, ALL AYES.

MOTION PASSED

DIRECTOR’S REPORT

Director McDonough reported that the Lorain County Library Administrator’s Council held a meeting for Trustees, and four Trustees attended the event. Lawyers from the Lorain County Prosecutor’s office attended the event and

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discussed legal issues affecting public library trustees. McDonough reported that the library held a reenactment event as part of the NEA Big Read and noted that the event was good, but not well attended. McDonough reported that the library hosted an exhibit on Latino History in Lorain, and the kick-off for the exhibit was well attended. McDonough reported that the Friends of OPL sponsored a Banned Book Week display and hosted a trivia challenge. McDonough noted that the Friends of OPL held their fall book sale and earned over \$5,000.

Peterson asked why McDonough said the Latino History kick-off event was not well attended. McDonough replied that the kick-off event was well attended. He reported the NEA Big Read reenactment event was good, but not well attended. Peterson noted that she had not heard about the event and would have attended if she had.

Peterson moved, second by Baker to accept Resolution # R-22-10-4, to accept the following gift:

- In Memory of Eleanor Owen: \$500.00 from Rebecca L.M. Marshall

All present voted in favor.

MOTION PASSED

COMMITTEE REPORTS

PERSONNEL COMMITTEE

Sandler reported on the status of the Director search. Organizational Architecture has vetted and presented 2 candidates to the committee and will present 2 or 3 more once they are vetted. After the committee and Organizational Architecture interview the candidates together, finalists will be brought to town to meet the entire Board and staff. Sandler reported that the committee would have more information to share in a few weeks.

BUILDING, FINANCE, AND AUDIT COMMITTEE

The committee of Peterson and Baker met with Cioffi and McDonough and reviewed 2023 tax rates, approving an employee health insurance premium holiday, and transferring funds from the General Fund to the Building Fund. Cioffi reviewed Schedule B from the County Auditor. Newson moved, seconded by Peterson, to accept Resolution # R-22-10-5, accepting the amounts and rates as determined by the budget commission, and authorizing the necessary tax levies, and certifying them to the county auditor (official form in 2023 budget file). Roll Call Vote: Baker, Ente, Newson, Peterson, Sandler, Lock, ALL AYES.

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MOTION PASSED

Cioffi reported that the library received a Medical Loss Ratio Rebate check from United Healthcare. The Affordable Care Act requires the library to refund a portion of the rebate back to the participating employees. One method of doing so is to provide employees with a health insurance premium holiday. Cioffi requested approval to provide participating employees a one paycheck health insurance premium holiday to comply with the ACA requirement. Sandler moved, seconded by Peterson, to accept Resolution # R-22-10-6 authorizing Cioffi to give participating employees a health insurance premium holiday for one paycheck. Roll Call Vote: Baker, Ente, Newson, Peterson, Sandler, Lock, ALL AYES.

MOTION PASSED

Newson moved, seconded by Sandler, to accept Resolution # R-21-10-7, instructing the Fiscal Officer to transfer \$60,000.00 from the General Fund into the Building Fund. Roll call vote: Baker, Ente, Newson, Peterson, Sandler, Lock, ALL AYES.

MOTION PASSED

OLD BUSINESS

Tom Lock presented his floor plan of the library. Lock reported that he started the project by examining the blueprints of the library and found a few minor inaccuracies. Lock reported that the library has 10,642 feet of shelf space, and the collection is currently filling 82% of the shelves. Lock noted most shelves are 35 inches wide. There was some discussion on the floorplan. Ente thanked Lock for his work and asked if he would consider doing a similar plan for The Bridge and Backspace. Lock agreed. Ente reported that there were recent changes to the law regarding hiring design professionals. Cioffi reviewed the changes.

Baker asked McDonough about the status of the advertised Backspace position. McDonough replied that a few people have applied, but no one has been hired, yet.

NEW BUSINESS none

TRUSTEE REMARKS

Peterson thanked Ente for his time served and wished him well.

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Baker thanked Ente, noting that she learned a lot from him about leadership and that a lot of forward movement happened during his time on the Board.

Lock thanked Ente for his immense contributions. Lock commented that Ente entered onto the Board at a crazy time and did what needed to be done. Lock reported that her term on the Board was up at the end of the year, and she will not reapply. Lock commented that she has been on the Board for 7 years and has other things she would like to accomplish.

Ente thanked everyone for their kind words. Ente commented that he did the best he could, for better or worse. Ente apologized for his mistakes and errors in judgement, noting that they came out of a commitment to the Board, the library, the staff, and the city. Ente thanked everyone who helped him and noted that he is leaving the work to be done in competent hands.

PUBLIC PARTICIPATION

Erin Shiba (139 East Lorain) commented that facing out materials on the shelves is an important way to display materials. Shiba asked if it was possible to just relocate part of The Bridge to the library and keep part of it in its current space. Ente answered that it was, but the building's owners have not been receptive to the idea of splitting the space being rented. Shiba commented that it is currently midterms at Oberlin College, and there have been lots of students using the library to study. She noted it is nice to see the students using the library.

Aliza Weidenbaum (99 South Cedar Street) asked if the Library Services meetings have been happening. Ente responded that the meeting did not happen today, and they only happen when needed.

Sandler moved, seconded by Baker, to adjourn. All present voted in favor. The meeting adjourned at 6:39 p.m.

President

Attest