

OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

January 12, 2023

President Meredith Gadsby called to order the regular meeting at 5:44 p.m. Roll call: Lili Sandler, Melissa Stalnaker, Phyllis Yarber Hogan, Bethany Baker, Megan Newson, Marcia Peterson, and Meredith Gadsby were present. Also present were David Fausnaugh, Director, Kristin Cioffi, Fiscal Officer, and members of the public. For the benefit of the members of the public, Gadsby explained the transition from the Organizational meeting to the regular meeting.

Peterson moved, seconded by Baker, to accept Resolution # R-23-1-7, approving the minutes of the December 9, 2022 regular meeting. Roll call vote: Sandler, Stalnaker, Hogan, Baker, Newson, Peterson, Gadsby, ALL AYES.

MOTION PASSED

Gadsby thanked Cioffi for serving as the library's Interim Director during the period of transition in leadership, noting that Cioffi had the unanimous support of the staff and the Board.

FISCAL OFFICER'S REPORT

Fiscal Officer Cioffi reviewed the December 2022 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported on the year's final revenue, expenditure, and carryover totals. Peterson moved, seconded by Sandler, to accept Resolution # R-23-1-8, accepting the December 2022 Financial Reports. Roll call vote: Sandler, Stalnaker, Hogan, Baker, Newson, Peterson, Gadsby, ALL AYES.

MOTION PASSED

PERSONNEL

Fausnaugh circulated Circulation Clerk Azure Chamberlin's resignation letter. Sandler moved, seconded by Stalnaker, to accept Resolution # R-23-1-9, accepting the resignation of Circulation Clerk Azure Chamberlin effective 12-30-2022. Roll call vote: Sandler, Stalnaker, Hogan, Baker, Newson, Peterson, Gadsby, ALL AYES.

MOTION PASSED

BRIDGE REPORT

Fausnaugh noted that the report for The Bridge was not emailed prior to the meeting, but print copies are available. Gadsby noted that the Backspace has been open for a month and a half. Peterson commented that the statistics for the Northstar Digital Literacy program are low and wondered if additional publicity might increase usage. Gadsby commented that her daughter's Brownie troop attended a 2-day program at the Backspace to earn a Tech Badge and noted that Assistant Bridge Coordinator Desmond Bowen did a great job instructing the

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troop. Stalnaker commented that her daughter's troop also utilized the Backspace in December. Fausnaugh commented that he has visited The Bridge, and from what he has seen, the community values the services provided by The Bridge and the Backspace.

OLD BUSINESS none

NEW BUSINESS

Fausnaugh reported that he received a public records request for letters sent to the Trustees from community members in support of Darren McDonough. Fausnaugh explained that any correspondence Trustees receive because they are on the Board needs to be retained at the library. Fausnaugh asked the Trustees to give him any correspondence they have that fills the request. Cioffi explained that some correspondence sent to the library may be in the possession of former Trustee Bruce Ente. Fausnaugh explained that if the library does not have the records, he will have to inform the requestor of that fact.

Baker commented that when a Trustee completes a term on the Board, the remaining Trustees will donate a book to the library in their name. Baker reported that Trustees purchased the book *Unspeakable: surviving my childhood and finding my voice* by Jessica Willis Fisher in honor of former Trustee Anita Lock.

Baker noted that the current Board bylaws are from 1989 and need to be revised. Baker asked Fausnaugh for advice on how to proceed with revising them. Fausnaugh responded that one of his main goals for this year is to update the library's policy manual, noting that it would be of high priority coming out of his first 3-6 months of learning about the library.

DIRECTOR'S REPORT

Director Fausnaugh reported that he is learning about the library's statistics, and his report includes 2022 to 2021 comparison circulation statistics. Fausnaugh asked the Trustees to let him know if there are special items they would like included in future reports.

Fausnaugh encouraged everyone to participate in the library's Winter Reading program. The program runs through March 19th and is available through the library's Beanstack app. Fausnaugh reported that he has had several meetings with community members and everyone has been very welcoming.

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Peterson commented that on Tuesday, January 17th, the Oberlin Conservatory is putting on a production of *Go Down Moses*, and asked that everyone spread the word about the performance.

PUBLIC COMMENT

Jan Thornton (582 Beech Street) asked why the donations to the library from the Friends of OPL do not show up on the library's financial revenue reports. Cioffi explained that only monies received by the library are reported as revenue. The Friends of OPL purchase most items directly before they are donated to the library, so no money is received by the library and therefore, the donations do not appear on the library's financial reports. Cioffi noted that all donations received from the Friends of OPL are approved by the Board and are reported in the Board meeting minutes.

Baker moved, seconded by Peterson, to adjourn. All present voted in favor. The meeting adjourned at 6:22 p.m.

President

Attest