

## OBERLIN PUBLIC LIBRARY BOARD OF TRUSTEES

**March 14, 2024 Regular**

President Meredith Gadsby called to order the regular meeting at 5:05 p.m. Roll call: Phyllis Yarber Hogan, Megan Newson, Bethany Baker, Marcia Peterson, Lili Sandler, and Meredith Gadsby were present. Melissa Stalnaker was absent. Also present were David Fausnaugh, Director, Kristin Cioffi, Fiscal Officer, and members of the public.

PUBLIC PARTICIPATION none

### MINUTES

Peterson moved, seconded by Hogan, to accept Resolution # R-24-3-1, approving the minutes of the February 8, 2024 regular meeting. Roll call vote: Hogan, Newson, Peterson, Sandler, Gadsby, ALL AYES; Baker, ABSTAINED.

MOTION PASSED

### FISCAL OFFICER'S REPORT

Fiscal Officer Cioffi reviewed the February 2024 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported that revenues were lower than usual because the library did not receive the February PLF check. The Lorain County Auditor's office advised that the check could be reissued if it did not arrive after 60 days. Cioffi reported that library should receive its 1<sup>st</sup> half property tax revenue soon. Peterson moved, seconded by Sandler, to accept Resolution # R-24-3-2, accepting the February 2024 Financial Reports. Roll call vote: Hogan, Newson, Baker, Peterson, Sandler, Gadsby, ALL AYES.

MOTION PASSED

### PERSONNEL

Fausnaugh reviewed several personnel changes. Fausnaugh reported that Adult Services Team Leader Rebecca Wedge resigned to pursue another opportunity. Fausnaugh does not want to replace that position like-for-like and would like to adjust the statuses of three assistants from part-time to full-time in order to cover scheduling and responsibilities. Fausnaugh also reported that he would like to convert the full-time circulation assistant position into a full-time circulation specialist position, in order to reflect that the position currently has more responsibilities than the part-time circulation assistants. Fausnaugh answered questions from the Trustees about the changes. Baker moved, seconded by Newson, to accept Resolution # R-24-3-3, accepting the creation of the Circulation Specialist position and the following changes in employment status:

- Adjusting the status of Adult Services Assistants Liam Kinahan, Miles Samson, and Peg Tucker from Part-time to Full-time

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- Promoting Mark Harssema from Full-time Circulation Assistant to Full-time Circulation Specialist

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

OLD BUSINESS none

### NEW BUSINESS

Sandler moved, seconded by Peterson, to accept Resolution # R-24-3-4, to close the library on April 8, 2024 as a paid holiday day in response to the Lorain County EMA advisement for residents to stay home. Roll call vote: Hogan, Newson, Baker, Peterson, Sandler, Gadsby, ALL AYES.

MOTION PASSED

Gadsby commented that she wanted to formally inform the Board of the passing of David Fausnaugh's father a couple of weeks ago. Gadsby offered condolences on behalf of the Board and thanked Fausnaugh for his continued support of the library during this difficult time.

### DIRECTOR'S REPORT

Fausnaugh reported that the library is partnering with Oberlin College to sponsor an Edible Book Festival at StudiOC on April 1<sup>st</sup>. Fausnaugh encouraged bakers to participate. Fausnaugh reported that the library's Winter Reading program ends on Sunday. Oberlin Ecolympics is taking place, and Fausnaugh reported that the library is currently in 1<sup>st</sup> place for water and 2<sup>nd</sup> place for electricity.

Fausnaugh reported that he and the team leaders will be attending the Public Library Association Conference on April 4<sup>th</sup> in Columbus. They will check out the vendor hall and hope to bring back ideas for the library. Fausnaugh reviewed updates to the building including replacing the wood shelving in the movie section with metal shelving, adding a screen to the genealogy room, and relocating a study carol in the back of the library to an area with power. Peterson commented that the library looks great, especially as you come into the lobby.

PUBLIC PARTICIPATION none

Newson moved, seconded by Baker, to adjourn. Roll call vote: Hogan, Newson, Baker, Peterson, Sandler, Gadsby, ALL AYES. The meeting adjourned at 5:27 p.m.

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President

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Attest