

Minutes of Regular Board Meeting
December 21, 2021

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, December 21, 2021, at the Administrative Center.

Call to order and roll call: President Josh Hutchinson called the board meeting to order at 4:00 P.M. and the roll call was conducted.

Present: Karen Delano, Joshua Hutchinson, Paul Newman, Kate Pitrone
Kris Carroll - Assistant Director and Lisa Havlin – Fiscal Officer.

Also Present: Patrick Culliton, Patrick Jolly, Christine Reda

Approval of Minutes:

Exhibit 12/21/A

The minutes of the November records commission meeting were approved as presented upon motion by Paul Newman, seconded by Kate Pitrone.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone
Nays: None

The minutes of the November regular and special meetings were approved as presented upon motion by Kate Pitrone, seconded by Paul Newman.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone
Nays: None

Communications:

None

Agenda:

Exhibit 12/21/B

Kate Pitrone made a motion, seconded by Paul Newman, to approve the agenda as amended to add item 12D Reduction of Service Hours.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone
Nays: None

Fiscal Officer's Report:

Exhibit 12/21/C

Approval of Disbursements and Gifts

Exhibit 12/21/D

Kate Pitrone made a motion, seconded by Paul Newman, to approve the Fiscal Officer's Report including disbursements and gifts as presented in the board packet.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone
Nays: None

Approval of Resolution 21-02 Advance Tax Collection

Exhibit 12/21/E

Kate Pitrone made a motion, seconded by Paul Newman, to approve Resolution 21-02 Request for Advance of Taxes Collected as presented in the board packet
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone
Nays: None

Approval of 2022 Mileage Rate

Kate Pitrone made a motion, seconded by Paul Newman, to approve using the 2022 IRS standard rate for employee mileage reimbursement in 2022.
The motion passed

Ayes: Delano, Hutchinson, Newman, Pitrone
Nays: None

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Director's Report:

Exhibit 12/21/F

Approval of Staff Continuing Education Assistance

Karen Delano made a motion, seconded Paul Newman, by to approve continuing education assistance as presented in the board packet:

| | | |
|-----------------|------------------------------------|----------|
| Eli Millette | From Kent State | \$824.50 |
| ETEC 57400 | Trends in Educational Technology | |
| LIS 60629 | Engaging School Aged Children | |
| Deborah Schrock | From Kent State | \$836.92 |
| ACTT 11000 | Accounting 1: Financial | |
| MATH 10771 | Basic Mathematical Concepts 1 Plus | |

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Newbury Campus Update

Exhibit 12/21/G

In addition to her written report, Kris shared an email from the West Geauga School Board to West Geauga School parents. The email updates parents on the status of the Newbury Campus, the former and proposed site for a Newbury Branch.

Human Resources Report:

Exhibit 12/21/H

Human Resource Actions

Exhibit 12/21/I

Kate Pitrone made a motion, seconded by Paul Newman to approve the Human Resource Actions as presented in the board packet.

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Changes to Stark County COG Insurance Plan

Exhibit 12/21/J

Chris Reda discussed with the board the changes to the medical insurance plan that will be implemented by Stark County COG. The board observed that the plan still offers excellent coverage even with the increase to deductibles and out of pocket expenses.

Local Manager's Report

None

Committee Reports:

Finance Committee

Approval of 2022 Permanent Appropriations

Exhibit 12/21/K

Following a discussion of increases to 2022 budget items, Karen Delano made a motion, seconded by Kate Pitrone to approve the 2022 Permanent Appropriations as presented.

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Unfinished Business:

NOACA EV Charging Station Agreement

Exhibit 12/21/L

Following a discussion of the usefulness and purpose of hosting a charging station at the Thompson Branch, Paul Newman made a motion, seconded by Karen Delano to approve the NOACA EV Charging Station Agreement.

The motion passed.

Ayes: Delano, Hutchinson, Newman

Nays: Pitrone

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New Business:

Appointment of Library Director

Exhibit 12/21/M

Kate Pitrone made a motion, seconded by Paul Newman, to approve the appointment of Kris Carroll as Library Director at the compensation presented in the board packet.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Approval of Fire Alarm Inspection Contracts

Exhibit 12/21/N

Kate Pitrone made a motion, seconded by Paul Newman to approve the Life Safety Systems inspections contracts for Bainbridge and Thompson as presented in the board packet.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Approval of Bainbridge Zoning Letter of Authorization

Exhibit 12/21/O

Paul Newman made a motion, seconded by Karen Delano to authorize Patrick Jolly, Facilities Manager to represent the Board in Bainbridge zoning matters.
The motion passed.

Reduction of Service Hours

After discussion of staffing issues and planned adjustments to service hours until January 3, Kate Pitrone made a motion, seconded by Paul Newman to authorize the Director to adjust service hours as needed to address staffing issues through January 18, 2022.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Board Development

2022 Officer Candidate Nominations

Exhibit 12/21/P

Karen Delano made a motion, seconded by Josh Hutchinson to accept the officer nominations as presented in the board packet.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Foundation report:

Exhibit 12/21/Q

In addition to the Becki's written report, Kris reported on the successful event at Bainbridge featuring Fran DeWine. Kris also informed the board that Erwin Leffel had stepped down as Foundation chair.

Adjournment:

Paul Newman made a motion, seconded by Karen Delano to adjourn the meeting. The motion passed and the meeting adjourned at 4:45 P.M.

Josh Hutchinson, President

Kate Pitrone, Secretary