

Minutes of Regular Board Meeting
October 18, 2022

The Geauga County Public Library Board of Trustees met in regular session on Tuesday October 18, 2022, at the Middlefield Branch.

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

Present: Karen Delano (4:07), Josh Hutchinson, Paul Newman, Kate Pitrone, and Jake Yanchar
Kris Carroll - Director (virtual) and Lisa Havlin – Fiscal Officer.

Also Present: Kevin Barton, Eric Coulbourne, Alicia Evans, Katy Farrell, Rachael Hartman, John Johnson, Judy Lasco, Marlene Pelyhes, Mike Pope, and Chris Reda

Approval of Minutes: Exhibit 10/22/A
The minutes of the August regular meeting were approved as presented upon motion by Paul Newman, seconded by Kate Pitrone.
The motion passed.

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

Communications: Exhibit 10/22/B
In addition to the communications included in the board packet, Kris Carroll shared a Maple Leaf letter to the editor praising the library's programming.

Agenda: Exhibit 10/22/C
Paul Newman made a motion, seconded by Josh Hutchinson to approve the agenda as presented in the board packet
The motion passed.

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

Fiscal Officer's Report: Exhibit 10/22/D
Approval of Disbursements and Gifts Exhibit 10/22/E
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: Hutchinson, Newman, Pitrone, Yanchar
Nays: None

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Approval of Audit Exit Conference Waiver

Exhibit 10/22/F

Paul Newman made a motion, seconded by Kate Pitrone to approve waiving the 2020/2021 audit exit conference.

The motion passed.

Ayes: Hutchinson, Newman, Pitrone, Yanchar

Nays: None

Director's Report:

Exhibit 10/22/G

Approval of Retirement Gift

Paul Newman made a motion, seconded by Josh Hutchinson, to a retirement gift for HR Manager Chris Reda.

The motion passed.

Ayes: Hutchinson, Newman, Pitrone, Yanchar

Nays: None

Karen Delano arrived at the meeting.

Human Resources Report:

Exhibit 10/22H

Human Resource Actions

Exhibit 10/22/I

Paul Newman made a motion, seconded by Kate Pitrone to approve the Human Resource Actions as amended at the board meeting.

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Yanchar

Nays: None

Local Manager's Report

Mobile Services Manager, Alicia Evans, reported that the Bookmobile has begun its fall schedule. This year, Mobile Services is focusing on community stops which serve more patrons at one location. Many of these stops are so popular three staff members are required to serve all the patrons that visit the Bookmobile. The department also updated their Amish Book Collection (ABC) with new books. The ABC service provides rotating collections of books to 36 Amish schools and serves 1,453 patrons each month.

Committee Reports:

None

Unfinished Business:

None

New Business:

Approval of Updated NEO-RLS Memorandum of Understanding

Exhibit 10/22J

Paul Newman made a motion, seconded by Kate Pitrone to approve the requested additions to the memorandum of understanding between the library and the Northeast Ohio Regional Library System.

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The motion passed.

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

Approval of the 2023 Board Meeting Dates and Locations

Paul Newman made a motion, seconded by Josh Hutchinson to approve the 2023 board meeting dates and locations as presented at the board meeting.
The motion passed.

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

Discard List

Exhibit 10/22/K

Kate Pitrone made a motion, seconded by Jake Yanchar, to approve the October discard list as presented in the board packet.
The motion passed.

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

Board Development

None

Foundation report:

Foundation members are working on updates to their by-laws. Kris will forward the draft by-laws to library board members as soon as she receives them. Foundation board members are also working to recruit new members.

Comments From the Public:

None

Adjournment:

Paul Newman made a motion, seconded by Josh Hutchinson to adjourn the meeting. The motion passed and the meeting adjourned at 4:16 P.M.

Jake Yanchar, President

Paul A. Newman, Secretary