

Minutes of Regular Board Meeting
March 28, 2023

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, March 28, 2023, at the Administrative Center.

Call to order and roll call: President Kate Pitrone 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 - Director, Lisa Havlin - Fiscal Officer

Also Present: Nicole Burnside, Alicia Evans, Katy Farrell, Rachael Hartman, Danielle Hollar, Denise Javins, John Johnston, Judy Lasco, Marlene Pelyhes, Joya Hoge

Guests: Marcia Owens, Geauga County Library Foundation Co-Chair

Approval of Minutes: Exhibit 03/23/A
The minutes of the February regular meeting were approved as presented upon motion by Paul Newman, seconded by Karen Delano.
The motion passed.

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

Communications: Exhibit 03/23/B
No additions to the communications as presented in the board packet.

Agenda: Exhibit 03/23/C
Paul Newman made a motion, seconded by Josh Hutchinson to approve the agenda with the addition of 13B Approval of Ohio Paving Contract.
The motion passed.

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

Fiscal Officer's Report: Exhibit 03/23/D
Approval of Disbursements and Gifts Exhibit 03/23/E
Paul Newman made a motion, seconded by Josh Hutchinson, 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

Director's Report: Exhibit 03/23/F
Paul Newman made a motion, seconded by Josh Hutchinson to approve the following tuition reimbursement requests:

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Dariya Souza
Kent State University \$1,667.50
LIS 60030 People in the Information Ecology
LIS 60050 Research and Assessment in Library and Information Science
LIS 60627 Information Organization

Christine Peace
University of Buffalo \$499.68
LIS 587 Collection Management

The motion passed.

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

Assistant Director's Report:

Exhibit 03/23/G

There were no additions to the Assistant Director's Report

Human Resources Report:

Exhibit 03/23/H

Human Resource Actions

Exhibit 03/23/I

Karen Delano made a motion, seconded by Josh Hutchinson to approve the Human Resource Actions as presented in the board packet.

The motion passed.

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

Local Manager's Report

Assistant Manager/Head of Youth Services, Joya Hoge reported that program attendance continues to increase. Joya went on to highlight several successful programs including Chardon's monthly scavenger hunts; school literacy nights at Munson and Park Elementary Schools and the Chardon Early Learning Center; the summer Book Buddies program; and Battle of the Books. Joya also displayed the STEM story time kits and shared some of the items with the board.

Committee Reports:

Facilities Committee

Exhibit 03/23/J

Chardon Branch Conceptual Plan

The Facilities Committee met with Chardon School stakeholders to discuss the Chardon Branch conceptual plan. School representatives shared that many parents had concerns about the loss of green space if the school transferred land to the library. In April, Kris will have a meeting with Randy Sharpe to discuss possible building sites or other options for an expanded Chardon Branch.

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Unfinished Business:

None

New Business:

Approval of Discard List

Exhibit 03/23/K

Josh Hutchinson made a motion, seconded by Karen Delano, to approve the March discard list as presented in the board packet.

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Approval of Ohio Paving Contract

Exhibit 03/23/L

Paul Newman made a motion, seconded by Josh Hutchinson to approve the Ohio Paving Contract to replace the Geauga West Branch parking lot. Contract publicly bid under EZIQC Contract number COG-2118-PA02-B as allowed by Section 9.48 of the Ohio Revised Code.

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone

Nays: None

Board Development

Exhibit 03/23/M

Director, Kris Carroll shared a communication from the US Department of Agriculture requesting permission to install insect traps on the Middlefield Branch property. Kris also reminded the board that the OLC Trustee dinner is May 4.

Foundation report:

Kris reported that the Adult mini golf event was a hit with 186 attendees. The family event had 259 attendees. The event had 29 sponsors, 8 food and beverage sponsors. Kris thanked the staff for their time and effort to make the event successful.

Marcia Owen, Foundation Co-Chair, thanked the staff for helping to create a great event and is looking forward to next year.

Comments From the Public:

None

Adjournment:

Josh Hutchinson made a motion, seconded by Paul Newman, to adjourn the meeting. The motion passed and the meeting adjourned at 4:22 P.M.

Kate Pitrone, President

Karen Delano, Secretary