

Minutes of Regular Board Meeting
June 20, 2023

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, June 20, 2023, at the Thompson Branch.

Call to order and roll call: President Kate Pitrone called the board meeting to order at 4:02 P.M. and the roll call was conducted.

Present: Kristen Brickman, Karen Delano (4:06), Joshua Hutchinson, Crist Miller, Paul Newman,
Kris Carroll - Director, Lisa Havlin - Fiscal Officer, Katy Farrell – Assistant Director

Also Present: Kevin Barton, Nicole Burnside, Alicia Evans, Rachael Hartman, Danielle Hollar, Denise Javins, John Johnston, Judy Lasco, Michael Pope

Approval of Minutes: Exhibit 06/23/A
The minutes of the May regular meeting were approved as presented upon motion by Paul Newman, seconded by Josh Hutchinson.
The motion passed.

Ayes: Brickman, Hutchinson, Miller, Newman, Pitrone
Nays: None

Communications: Exhibit 06/23/B
No additions to the communications as presented in the board packet.

Agenda: Exhibit 06/23/C
Josh Hutchinson made a motion, seconded by Paul Newman to approve the agenda as amended to add item 14B Approval of Personnel Policy 518.
The motion passed.

Ayes: Brickman, Hutchinson, Miller, Newman, Pitrone
Nays: None

Fiscal Officer's Report: Exhibit 06/23/D
Approval of Disbursements and Gifts Exhibit 06/23/E
Paul Newman made a motion, seconded by Josh Hutchinson, to approve the Fiscal Officer's Report including May disbursements and gifts as presented in the board packet.
The motion passed.

Ayes: Brickman, Hutchinson, Miller, Newman, Pitrone
Nays: None

Director's Report: Exhibit 06/23/F
Josh Hutchinson made a motion, seconded by Paul Newman, to approve the following tuition reimbursement requests:

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Christine Peace
University of Buffalo \$479.68
LIS 570 Archival Arrangement and Process

The motion passed.

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

There were no additions to the Director's report as presented in the board packet.

Assistant Director's Report:

Exhibit 06/23/G

There were no additions to the Assistant Director's report as presented in the board packet.

Human Resources Report:

Exhibit 06/23/H

Human Resource Actions

Exhibit 06/23/I

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

The motion passed.

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

Local Manager's Report

Thompson Manager, Kevin Barton reported that his staff have taken the initiative to create monthly Take and Make kits and popular displays and signage that promote library programs. Thompson also has a new student volunteer from the Berkshire school district who is helping process book donations. The Thompson Garden Club has been weeding the library garden and one patron created a geocache location that is bringing new patrons into the library. Popular programs at Thompson include Messy Mondays, Tech Help Friday, a recent Field Day and a new series, called Thompson Stories, will begin soon.

Committee Reports:

Finance Committee

Exhibit 06/23/J

After reviewing the budget summary document prepared by the Fiscal Officer, Karen Delano made a motion, seconded by Josh Hutchinson, to approve the 2024 Tax Budget as recommended by the Finance Committee and presented in the board packet.

The motion passed.

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

Unfinished Business:

None

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New Business:

Approval of Discard List

Exhibit 06/23/K

Paul Newman made a motion, seconded by Karen Delano to approve the June discard list as presented in the board packet.

The motion passed.

Ayes: Brickman, Delano, Hutchinson, Miller, Newman, Pitrone

Nays: None

Approval of Personnel Policy 518 – Social Media

Exhibit 06/23/L

Paul Newman made a motion, seconded by Josh Hutchinson, to approve the new Personnel Policy 518 – Social Media.

The motion passed.

Ayes: Brickman, Delano, Hutchinson, Miller, Newman, Pitrone

Nays: None

Board Development

Exhibit 06/23/M

Director, Kris Carroll shared an updated committee assignment document. Kris also discussed the planned active shooter training that will be held in each library building and led by law enforcement officers. Kris shared her recent discussion with the prosecuting attorney and local police departments concerning open carry laws.

Foundation report:

Exhibit 06/23/N

Kris shared Foundation's 2023 impact report that was recently mailed. Book sales at Bainbridge and fairgrounds will soon take place and the Foundation is still working through their 501C3 status.

Comments From the Public:

Chris Takas asked the board about the new Mobile Services stops that were discussed in the Assistant Director's report. Mobile Services Manager, Alicia Evans explained where the new stops were and reported that they were well attended and many of the attendees were new to the library system.

Adjournment:

Paul Newman made a motion, seconded by Josh Hutchinson, to adjourn the meeting. The motion passed and the meeting adjourned at 4:35 P.M.

Kate Pitrone, President

Karen Delano, Secretary