

Minutes of Regular Board Meeting
October 15, 2024

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, October 15, 2024, at the Middlefield Branch.

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

Present: Karen Delano, Josh Hutchinson, Crist Miller, Paul Newman, Kate Pitrone, Kris Carroll - Director, Lisa Havlin - Fiscal Officer, Katy Farrell – Assistant Director

Also Present: Kevin Barton, Nicole Burnside, Rachael Hartman, Dani Hollar, John Johnston, Judy Lasco, Erika Noark, Marlene Pelyhes, Mike Pope, and Deborah Schrock

Approval of Minutes: Exhibit 10/24/A
The minutes of the September regular board meeting were approved as presented upon motion by Kate Pitrone, seconded by Karen Delano.
The motion passed.

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

Communications: Exhibit 10/24/B
There were no additions to the communications included in the board packet.

Agenda: Exhibit 10/24/C
Karen Delano made a motion, seconded by Kate Pitrone, to approve the agenda as amended at the meeting and to remove item 13B Approval to Engage Legal Counsel.
The motion passed.

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

Fiscal Officer's Report: Exhibit 10/24/D
Approval of Disbursements and Gifts Exhibit 10/24/E
Josh Hutchinson made a motion, seconded by Crist Miller, to approve the Fiscal Officer's Report including September disbursements and gifts as presented in the board packet.
The motion passed.

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

Approval of Natural Gas Contract Exhibit 10/24/F
Kate Pitrone made a motion, seconded by Josh Hutchinson, to approve the contracts for natural gas supply as presented at the board meeting.
The motion passed.

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

Director's Report:

Exhibit 10/24/G

In addition to her written report, Kris reported that yesterday was Staff Day. This year, staff met in their buildings. Kris also highlighted the Maple Leaf article that reported on the new Chardon property; that the library's new catalog will go live October 28; and that she had attended the OLC Advocacy Tour.

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

Assistant Director's Report:

Exhibit 10/24/H

Katy reported that Staff Day was focused on training, specifically safety and extreme weather training, IT training, and required training. Katy also Highlighted a recent popular system-wide program, Book Bonanza, headed by Sarah Osinsky and Paula Wagner. This annual program brings people together to talk about books.

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

Trustee Josh Hutchinson mentioned that he recently discovered the library offers read-aloud books through Libby. Katy added that the library also has Wonderbooks and Vox that read aloud to children.

Human Resources Report:

Exhibit 10/24/I

Human Resource Actions

Exhibit 10/24/J

Karen Delano made a motion, seconded by Kate Pitrone, to approve the Human Resource Actions including 3rd quarter Outstanding Service Awards as presented in the board packet. The motion passed.

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

Local Manager's Report

Middlefield Branch Manager, Rachael Hartman reported that 6 schools have been added to the Amish school delivery program bringing the total schools to 40 for 2024/2025. Mobile Services staff is working on adding two Amish special needs schools on a modified schedule to the current schedule. An additional Bookmobile stop has been added at Sheauga and will have its first visit next week. Rachael also reported that the Fun Bus had attended the Auburn Community event and Munson Elementary.

Committee Reports:

None

Unfinished Business:

None

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New Business:

Exhibit 10/24/K

Approval to Publish a RFQ for Design Professional Services

Kate Pitrone made a motion, seconded by Josh Hutchinson to approve the publication for a Request for Qualifications for design professional services for the new Chardon Branch.

Ayes: Delano, Hutchinson, Miller, Newman, Pitrone

Nays: None

Board Development

Exhibit 10/24/L

Kris shared the 2025 board meeting schedule.

Foundation report:

Exhibit 10/24/M

Development Coordinator Debbie Schrock reviewed her written report and noted that the Foundation had purchased 25 trees for their fundraiser, Winter Wonderland of Trees.

Individuals or groups sponsor a tree for \$25, decorate the tree and return it to their local library branch. An online auction will take place on November 18, to sell the decorated trees.

Comments From the Public:

None

Adjournment:

Kate Pitrone made a motion, seconded by Josh Hutchinson, to adjourn the meeting. The motion passed and the meeting adjourned at 4:19 P.M.

Paul A. Newman, President

Kristen Brickman, Secretary