

The Board of Library Trustees, Lakewood, Ohio Thursday, April 9, 2020

The Board of Library Trustees of the Lakewood Public Library, City of Lakewood, County of Cuyahoga, State of Ohio, met in regular session via Phone Conference, Lakewood, OH on Thursday, April 9, 2020 at 8:00 P.M.

Members present: Mrs. Nancy Seibert, Mrs. Tiffany Graham Charkosky, Mr. Gregory Gipson, Mr. Jeffrey Endress, Mr. Scott Kermode, and Mr. Michael Artbauer.

Members excused: Mrs. Persis Sosiak.

Also present: Mr. James Crawford, and Mr. William Costello, Jr., CPA.

DISPOSITION OF MINUTES

Mr. Endress moved and Mr. Kermode seconded approval of the minutes of the regular meeting of March 12, 2020.

Yeas: Mrs. Seibert, Mr. Gipson, Mr. Endress, Mr. Kermode, and Mr. Artbauer.

Abstained: Mrs. Graham Charkosky.

Nays: None.

The President declared the motion carried.

COMMUNICATIONS

Mr. Crawford presented a note from Suzanne Weber thanking the Board of Trustees and Mr. Crawford for the stem soap products given to essential staff.

REPORTS OF STANDING COMMITTEES

Business Management and Finance

Mr. Crawford updated the Board of Trustees on COVID-19 and the effects on the Library. Mr. Crawford gave a detailed description of the safety protocols that have been put in place to ensure the safety of both the staff and the patrons. Mr. Crawford gave a tentative schedule to re-open the Main Library and the Madison Branch Library based on the information received from the State of Ohio.

Mr. Crawford reported that eBook usage has greatly increased. Additionally, Mr. Crawford relayed that all late charges have been deferred until the crisis is over to ensure that no patron is shut out of getting Library materials.

Mr. Costello informed the Board of Trustees that he and Mr. Crawford have met to forecast the rest of the year due to the reduced revenue due to COVID-19.

Building and Supplies

Mr. Crawford discussed that the Madison Branch Project will be delayed due to COVID-19.

Collections and Gifts

No report.

Personnel

No report.

REPORTS OF SPECIAL COMMITTEES

Audit Committee

Mr. Costello updated the Board of Trustees that the Agreed Upon Procedures is being conducted by Julian and Grube has begun.

NEW BUSINESS

No report.

OLD BUSINESS

No report.

There being no further business, the meeting was adjourned at 9:01 p.m.

President

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Secretary

Next Scheduled Meeting

Thursday, May 14, 2020 via Phone Conference.

8:00 P.M.