

The Board of Library Trustees, Lakewood, Ohio Thursday, March 12, 2020

The Board of Library Trustees of the Lakewood Public Library, City of Lakewood, County of Cuyahoga, State of Ohio, met in regular session in the Meeting Room of the Madison Branch Library, 13229 Madison Avenue, Lakewood, on Thursday, March 12, 2020 at 8:00 P.M.

Members present: Mr. Gregory Gipson, Mr. Jeffrey Endress, Mr. Scott Kermode, and Mr. Michael Artbauer.

Members excused: Mrs. Nancy Seibert, Mrs. Persis Sosiak, Mrs. Tiffany Graham Charkosky (phone).

Also present: Ms. Elizabeth Anthony, PhD., Foundation Board, 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 January 16, 2020.

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

Abstained: Mrs. Graham Charkosky.

Nays: None.

The President declared the motion carried.

COMMUNICATIONS

Elizabeth Anthony, PhD., Foundation Board presented plans for the Madison Branch Project regarding the Lakewood Observer Article, Case Statement, Staff Talking Points, and List of Prospective Donors.

REPORTS OF STANDING COMMITTEES

Business Management and Finance

No report.

Building and Supplies

The City of Lakewood approved the use of a modular unit for the Madison Branch Library in the temporary location at Madison Park.

Collections and Gifts

Mr. Endress motioned and Mr. Gipson seconded that the following gifts be accepted and gratefully acknowledged:

Lakewood Public Library Gifts Received:

01/14/20 - \$120.00 Madison Branch Journey Home AA Meeting
01/22/20 - \$120.00 Madison Branch Secular Sunday AA Meeting
01/27/20 - \$100.00 Madison Branch Free Thinkers AA Meeting
02/04/20 - \$ 60.00 Madison Branch Secular Sunday AA Meeting
02/11/20 - \$ 30.00 Madison Branch Saturday Big Book AA Meeting
02/13/20 - \$ 30.00 Madison Branch Rockin' Steps 6&7 AA Meeting

Lakewood Public Library Foundation Gifts Received:

None.

Lakewood Public Library Foundation (Madison Branch Library Project):

01/02/20 - \$ 30.00 Mary Osburn
01/02/20 - \$175.00 Peter and Cathryn Kuhn
01/23/20 - \$ 20.00 Susan and Joseph Gregg
01/23/20 - \$100.00 Gail Cudak and Thomas Young
01/28/20 - \$100.00 Jeffrey and Tina Endress
01/28/20 - \$ 50.00 Cindy and Jake Marx

Lakewood Public Library Friends Gifts Received:

None.

Yeas: Mr. Gipson, Mr. Endress, Mr. Kermodé, and Mr. Artbauer.

Abstained: Mrs. Graham Charkosky.

Nays: None.

The president declared the motion carried.

Personnel

The Board held a discussion regarding the following personnel report.

Appointments:

None

Resignations/Retirements/Separations/Terminations:

01/11/20 - Lash, Jocelynn, Clerk, Public Services

01/31/20 - Hannen, Patricia, Paraprofessional, Madison Branch

REPORTS OF SPECIAL COMMITTEES

Audit Committee

Mr. Costello reported that the Agreed Upon Procedures and be conducted by Julian and Grube has begun.

NEW BUSINESS

Motion by Mr. Endress, seconded by Mr. Kermode, Authorizing Director to Issue Request for Proposals for Rental of Modular Unit, and to Negotiate Contract with Vendor.

The roll being called upon its adoption, the vote resulted as follows:

| | |
|--------------|-----|
| Mr. Gipson | Yea |
| Mr. Endress | Yea |
| Mr. Kermode | Yea |
| Mr. Artbauer | Yea |

The President declared the motion carried.

Motion by Mr. Gipson, seconded by Mr. Endress, Authorizing Director and HBM Architects to Issue Madison Branch Library Project for

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Public Bidding Pursuant to and Consistent with all Applicable State Laws and Regulations.

The roll being called upon its adoption, the vote resulted as follows:

| | |
|--------------|-----|
| Mr. Gipson | Yea |
| Mr. Endress | Yea |
| Mr. Kermod | Yea |
| Mr. Artbauer | Yea |

The President declared the motion carried.

OLD BUSINESS

The Board discussed the City of Lakewood approving the use of a modular unit for the Madison Branch Library in the temporary location at Madison Park.

The Board discussed that the link for the donations for the Madison Branch Project would go live on March 19, 2020.

The Board discussed having a "stuffing the envelope" party for prospective donors for the Madison Branch Project.

The Board held a discussion of COVID-19 and how the Library would react, how to address staff and potential closure. There being no further business, the meeting was adjourned at 9:26 p.m.

President

Secretary

Next Scheduled Meeting

Thursday, April 09, 2020 at the Madison Branch Library.

8:00 P.M.