

The Board of Library Trustees, Lakewood, Ohio Thursday, May 14, 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, May 14, 2020 at 8:00 P.M.

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

Members excused: None.

Also present: Mr. James Crawford, and Mr. William Costello, Jr., CPA, Maureen Murman, public; Emily Lindberg, public; Emma Chmura, public; and Catherine Kliorys, public.

#### **DISPOSITION OF MINUTES**

Mr. Endress moved and Mrs. Seibert seconded approval of the minutes of the regular meeting of April 9, 2020.

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

Abstained: None.

Nays: None.

The President declared the motion carried.

Mr. Endress moved and Mr. Kermode seconded approval of the amended minutes of the special meeting of April 27, 2020.

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

Abstained: None.

Nays: None.

The President declared the motion carried.

#### **COMMUNICATIONS**

None.

### **Public Comments**

Mr. Michael Artbauer, Library Board President addressed the Board of Trustees and public with the following statement.

*I want to welcome members of the public to our meeting tonight and invite them to provide their thoughts and comments during the public comment period of this meeting.*

*I do however want to preface this by noting that - We, the members of the Lakewood Public Library Board of Trustees, are tremendously saddened at the situation that we and indeed all other publicly funded libraries have found ourselves placed as a consequence of the COVID-19 virus.*

*The impact of the state actions taken to safeguard the population has resulted in a new fiscal reality that has required lay-offs and other cost cutting measures. We want to express our full support of Director Crawford as he, with both our support and guidance, seeks to stabilize the Lakewood Public Library in this dramatically changed fiscal environment.*

*The goal for the library will always be to continue to provide, to the highest degree possible, commensurate with guidance from the State of Ohio and best available practices for the safety of our employees and patrons, the level of service that we are known and respected for throughout the Greater Cleveland area. We will do this while being cognizant of the safety precautions needed to operate within this dramatically changed customer service environment and how it relates to programming.*

*I want to make it clear that we the Board does not and will not dictate individual employment decisions to the Director but will always have discussions with him as the situations(s) dictate. We all look forward to a solution to this problem that ensures the safety of all parties and potentially a return to operations as we have known them.*

Emma Chmura addressed the Board of Trustees with the following questions:

- What cost-cutting measures were taken before the decision was made to cut staff or in addition to cutting staff?
- Has the Director taken a reduction in pay? Was that considered?

- What criteria were considered in the decision about which staff to let go?

Emily Lindberg addressed the Board of Trustees with the following comments:

- For the Board to consider offering the open positions to laid off employees first when hiring
- For the Board to consider making a policy that would give former employees priority consideration for re-hiring
- For the Board to consider more specific virtual programming
- Emily is very concerned for the health and safety of the employees as well as the public and would like the Board to consider making public the specific steps taking in re-opening the Library.

Catherine Kliorys addressed the Board of Trustees with the following comments:

- Catherine commends the safety protocols taken by the Library and recommends that these protocols be made public
- After researching funding, Catherine asked the Board to address revenue concerns by reducing spending but not to eliminate personnel, Library services, or Library programming
- For the Board and Administration to expand online programming
- Catherine stated she was saddened to learn of employees laid off, and urges the Board of Trustees to give priority to laid off employees when filling open positions
- For the Board to extend the borrowing period of library materials beyond the current 14 days

"Mr. Michael Artbauer, Library Board President thanked attendees for their comments and stated that the Board of Trustees will take into consideration all suggestions and comments made. A written response will be sent to comments made via email."

#### **REPORTS OF STANDING COMMITTEES**

##### **Business Management and Finance**

No report.

### **Building and Supplies**

Mr. Crawford made a statement highlighting the safety protocols taken in re-opening the Lakewood Public Library.

- Live programming has been canceled
- No date has been set to re-open the Library, but the Library is closely following local and state health department recommendations.
- Re-opening the Library will be methodically done with safety as the number one priority.

Mrs. Persis Sosiak commended Mr. Crawford and Library staff on a job well done in working through all of this.

### **Collections and Gifts**

Mrs. Graham Charkosky motioned and Mr. Gipson seconded that the following gifts be accepted and gratefully acknowledged:

#### Lakewood Public Library Gifts Received:

None.

#### Lakewood Public Library Foundation Gifts Received:

None.

#### Lakewood Public Library Foundation (Madison Branch Library Project):

04/30/20 - \$1,000.00 James Crawford, In Loving Memory of His Sister, Dr. Sarah J. Davis-Kollar

#### Lakewood Public Library Friends Gifts Received:

None.

Yeas: Mrs. Seibert, Mrs. Sosiak, Mrs. Graham Charkosky, Mr. Gipson, Mr. Endress, Mr. Kermodé, and Mr. Artbauer.

Abstained: None.

Nays: None.

The President declared the motion carried.

**Personnel**

No report.

**REPORTS OF SPECIAL COMMITTEES**

**Audit Committee**

No report.

**NEW BUSINESS**

Motion by Mr. Endress, seconded by Mrs. Seibert, to Approve Resolution 20-01, Annual Budget Request

BOARD OF TRUSTEES  
LAKEWOOD PUBLIC LIBRARY  
LAKEWOOD, OHIO

RESOLUTION 20-01

ANNUAL BUDGET REQUEST

**BE IT RESOLVED** by the Board of Trustees of the Lakewood Public Library, Lakewood, Ohio, on May 14, 2020, by roll call vote:

**WHEREAS**, the Board of Trustees of the Lakewood Public Library desires to participate in the proceeds of classified property taxes collected in Cuyahoga County, and

**WHEREAS**, the proper resolution has been adopted extending the benefits of the library to all the habitants of Cuyahoga County,

**THAT** for the operation of the Lakewood Public Library and its branches during the fiscal year 2021 there will be needed the sum of Two Million Seven Hundred Thousand and no/100 Dollars (2,200,000) for the operating expenses from the Public Library Fund, Two Million Five Hundred Thousand and no/100 Dollars (2,500,000) from the General Property Tax.

**THAT** the officers of this Board be and they are hereby authorized to transmit a statement of this requirement to the Board of Education of the City of Lakewood, of Cuyahoga County, State of Ohio, and to request said Board of Education to transmit said

requirements to the Budget Commission of Cuyahoga County, State of Ohio, pursuant to the requirements of law.

**THAT** the Fiscal Officer of this Board be and he is hereby authorized to transmit a full and complete copy of the Annual Budget of the Lakewood Public Library and its branches for the year commencing January 1, 2021, to the said Budget Commission of Cuyahoga County, State of Ohio, pursuant to the requirements of law.

ACKNOWLEDGED:

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William R. Costello, Jr., CPA  
Fiscal Officer

Lakewood Public Library

State of Ohio, Cuyahoga County

I, William R. Costello, Jr., CPA, Fiscal Officer of the Lakewood Public Library, and in whose custody the files, journals and records of said Board are required by the laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original Resolution now on file, and that the same is a true and correct copy thereof.

\_\_\_\_\_  
William R. Costello, Jr., CPA  
Fiscal Officer  
Lakewood Public Library

Subscribed and sworn to before me this 14th day of May, 2020.

\_\_\_\_\_  
Notary Public

Notary Public, State of Ohio  
Commission Has No Expiration

Roll Call of Said Motion:

Mrs. Graham Charkosky	X	Yea	___	Nay	___	Abstain	___	Absent
Mr. Gipson	X	Yea	___	Nay	___	Abstain	___	Absent

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Mrs. Seibert	X	Yea	___	Nay	___	Abstain	___	Absent
Mrs. Sosiak	X	Yea	___	Nay	___	Abstain	___	Absent
Mr. Endress	X	Yea	___	Nay	___	Abstain	___	Absent
Mr. Kermode	X	Yea	___	Nay	___	Abstain	___	Absent
Mr. Artbauer, President	X	Yea	___	Nay	___	Abstain	___	Absent

The President declared the motion carried.

The Board of Trustees discussed additional steps to address public face coverings.

Mr. Crawford will present a written policy for the Board of Trustees approval for public face coverings.

#### **OLD BUSINESS**

No report.

There being no further business, the meeting was adjourned at 9:28 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

Next Scheduled Meeting

Thursday, June 11, 2020 via Phone Conference.

8:00 P.M.