

The Board of Library Trustees, Lakewood, Ohio Thursday, June 11, 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, June 11, 2020 at 8:02 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, Emily Lindberg, public; and Emma Chmura, public.

Motion by Mr. Endress, seconded by Mr. Kermode, to Proceed in Executive Session to discuss the open position on the Library Board of Trustees

Roll Call of Said Motion:

Mrs. Graham Charkosky	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mr. Gipson	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mrs. Seibert		Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> x </u>	Absent
Mrs. Sosiak	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mr. Endress	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mr. Kermode	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mr. Artbauer, President	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent

The Board returned to regular session at 8:15 p.m.

Motion by Mr. Endress, seconded by Mr. Kermode, to Recommend Nancy Seibert to the Lakewood City Schools Board of Education for Re-Appointment to the Library Board of Trustees

Roll Call of Said Motion:

Mrs. Graham Charkosky	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mr. Gipson	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mrs. Seibert		Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> x </u>	Absent
Mrs. Sosiak	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mr. Endress	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mr. Kermode	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent
Mr. Artbauer, President	X	Yea	<u> </u>	Nay	<u> </u>	Abstain	<u> </u>	Absent

DISPOSITION OF MINUTES

Mr. Endress moved and Mrs. Sosiak seconded approval of the amended minutes of the regular meeting of May 14, 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

The Board of Trustees held a discussion of an anonymous letter that was received.

Mr. Crawford gave the Board of Trustees highlights from Julie Strunk, Manager of Children's and Youth Services, on the four hundred and thirteen children that have signed up for the Summer Reading Program so far.

Mr. Crawford informed the Board of Trustees that Dr. Amanda Hagen will be at the Lakewood Public Library on Tuesday, June 16, 2020 to assist the Library in planning and executing a safe re-opening plan. Dr. Hagen is an expert in COVID-19 and the safe re-opening of businesses, and a Fellow of the American College of Occupational and Environmental Medicine.

Mr. Crawford gave the Board of Trustees highlights of the safety protocols that have been put in place to safely re-open the Library.

Public Comments

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

- For the Board to consider putting the meeting agenda and minutes on the Library's website.

REPORTS OF STANDING COMMITTEES

Business Management and Finance

Mrs. Sosiak appreciated the report created by Mr. Costello outlining the cost of the CMI payroll software compared to cost of other comparable payroll software.

Building and Supplies

Mr. Endress reminded the Board of Trustees of the need for ongoing purchasing of PPE for Library staff.

Collections and Gifts

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

Lakewood Public Library Gifts Received:

05/26/20 - \$100.00 Sarah Perkins

Lakewood Public Library Foundation Gifts Received:

None

Lakewood Public Library Foundation (Madison Branch Library Project):

None

Lakewood Public Library Friends Gifts Received:

None

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.

Personnel

Mrs. Seibert motioned and Mrs. Sosiak seconded that the following personnel report be acknowledged:

Resignations/Retirements/Separations/Terminations:

05/03/20 - Chmura, Emma, Paraprofessional, Children's and Youth Services

05/03/20 - Coontz, Linda, Clerical, Public Services

05/03/20 - Core, Deborah, Clerical, Public Services

05/03/20 - Fink, Douglas, Paraprofessional, Public Services

05/03/20 - Langan, Adrienne, Paraprofessional, Public Services

05/03/20 - Lindberg, Emily, Paraprofessional, Children's and Youth Services

05/03/20 - Morcus, Rich, Building Services, Maintenance Services

05/03/20 - Petruccio, Nicole, Paraprofessional, Children's and Youth Services

05/03/20 - Pitchford, Roy, Paraprofessional, Madison Branch

05/03/20 - Storch, Fran, Paraprofessional, Children's and Youth Services

05/03/20 - Town, Jenny, Paraprofessional, Public Services

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.

REPORTS OF SPECIAL COMMITTEES

Audit Committee

Mr. Costello reported that Tara Weaver of Julian and Grube continues to work on the AUP.

NEW BUSINESS

Motion by Mrs. Seibert, seconded by Mr. Kermode, to Proceed in Executive Session to Discuss Personnel Issues

Roll Call of Said Motion:

Mrs. Graham Charkosky	X	Yea	___	Nay	___	Abstain	___	Absent
Mr. Gipson	X	Yea	___	Nay	___	Abstain	___	Absent
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 board returned to regular session at 9:43 p.m.

OLD BUSINESS

No report.

There being no further business, the meeting was adjourned at 9:43 p.m.

President

Secretary

Next Scheduled Meeting

Thursday, September 10, 2020 via Video Conference.

7:00 P.M.

