

The Board of Library Trustees, Lakewood, Ohio Thursday, October 8, 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 Video Conference, Lakewood, OH on Thursday, October 8, 2020 at 7:20 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.

#### **DISPOSITION OF MINUTES**

Motion by Mrs. Graham Charkosky, seconded by Mrs. Sosiak, approval of the minutes of the special meeting of August 13, 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.

Motion by Mr. Kermode, seconded by Mrs. Seibert, approval of the minutes of the regular meeting of September 10, 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. Crawford gave an overview of the Operations Report.

Mr. Kermode inquired how children with an income need were being served by the Library. Mr. Crawford stated that the Lakewood Public Library offers children several locations within both the

Main Library and the Madison Branch Library to participate in their remote learning for school. Mr. Crawford also advised that the Library does not provide a meal option.

Mr. Artbauer inquired about Harrison School and the Madison Branch Library. Mr. Crawford stated that Harrison School, a Birdtown School, is a frequent user of the Madison Branch.

Mr. Artbauer inquired how the extended Saturday hours were received by patrons. Mr. Crawford stated the Library's first Saturday hours were well received.

Mrs. Graham Charkosky expressed happiness with the anti-racism issues being addressed in the Operations Report.

Mrs. Seibert loved the Second Floor exhibit, Telling A People's Story, at the Main Library. She found it to be beautiful and smart.

Mrs. Seibert inquired about a plan to open the Library more hours. Mr. Crawford stated that he will have a discussion with the managers and develop a timeline of opening more hours and or days.

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

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

No report.

##### **Building and Supplies**

Mr. Endress discussed the Main Library server room air conditioning issue. Mr. Crawford explained that the solution to the issue would be a smaller air conditioning unit.

##### **Collections and Gifts**

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

##### Lakewood Public Library Gifts Received:

09/17/20 - \$100.00 Madison Branch Perpetual Help AA Meeting

09/22/20 - \$ 35.00 Kathleen Kaufman

09/29/20 - \$200.00 Madison Branch West Side Agnostics AA

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**

No report.

**REPORTS OF SPECIAL COMMITTEES**

**Audit Committee**

No report.

**COMMUNICATIONS**

**Public Comments**

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

- For email addresses for individual Trustees be made available on the Library's website.
- That she, Emily Lindberg, has not received a response to her comments made at the May 14, 2020 Board meeting:
  - Priority be given to laid off employees.

- Emily is very concerned for the health and safety for the employees at the Library.
- Finally, that Library staff is the foundation of the Library and that the foundation is in disrepair. Emily asked that the Board of Trustees evaluate and address this issue.

**NEW BUSINESS**

Motion by Mr. Endress, seconded by Mr. Kermode, to Approve Resolution 20-02, Special Revenue Fund (211)

BOARD OF TRUSTEES  
LAKEWOOD PUBLIC LIBRARY  
LAKEWOOD, OHIO

RESOLUTION 20-02

SPECIAL REVENUE FUND (211) TO ACCOUNT FOR GRANT FUNDS RECEIVED FROM CORONAVIRUS RELIEF FUND PUBLIC LIBRARY ASSISTANCE PROGRAM

**BE IT RESOLVED** by the Board of Trustees of the Lakewood Public Library, Lakewood, Ohio, on October 8, 2020, by roll call vote:

**WHEREAS**, the Lakewood Public Library sought a grant for COVID-19 related expenses from the CORONAVIRUS RELIEF FUND (CRF) PUBLIC LIBRARY ASSISTANCE PROGRAM, administered by the Ohio Office of Budget and Management, and is seeking to create a Special Revenue Fund to account for the restricted fund revenues and expenditures, and

**WHEREAS**, the Fund will be named the CARES Act Fund and will account for and report grant monies that pass through the Ohio Office of Budget and Management that are restricted for the use of expenses related to COVID-19 incurred within covered period March 1, 2020 - December 30, 2020,

**THEREFORE, BE IT RESOLVED** by the Board of Trustees for the Lakewood Public Library that the Fiscal Officer has the authority to establish the CARES Act Fund as a Special Revenue Fund (Fund 211).

ACKNOWLEDGED:

\_\_\_\_\_  
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 8th day of October, 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
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 Library Trustees, Lakewood, Ohio Thursday, October 8, 2020

Motion by Mr. Endress, seconded by Mrs. Seibert, to Approve Resolution 20-03, Amended Appropriation

BOARD OF TRUSTEES  
LAKEWOOD PUBLIC LIBRARY  
LAKEWOOD, OHIO

RESOLUTION 20-03

AMENDED APPROPRIATION RESOLUTION  
OHIO REVISED CODE SECTION 5705.40

**BE IT RESOLVED** by the Board of Trustees of the Lakewood Public Library, Lakewood, Ohio, on October 8<sup>th</sup>, 2020, by roll call vote:

**THAT** to provide for the current expenses and other expenditures of the Library, during fiscal year ending December 31, 2020, it is deemed necessary to amend the Year 2020 appropriations for which expenditures are to be made for and during said period, as follows, viz:

FUND 211 CARES ACT FUND

TOTAL APPROPRIATIONS \$ 50,000

TOTAL 2020 AMENDED APPROPRIATIONS \$ 50,000

PRIOR 2020 APPROPRIATIONS ALL FUNDS \$7,865,348

TOTAL AMENDED APPROPRIATIONS ALL FUNDS \$7,915,348

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.

ACKNOWLEDGED:

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

Subscribed and sworn to before me this 8th day of October, 2020.

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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
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.

Motion by Mr. Endress, seconded by Mr. Gipson, to Approve  
Resolution 20-04, Fiscal Officer to Proceed with Advertising for  
Sealed Bids and Public Opening of Same, Madison Branch Project

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 President declared the motion carried.

**OLD BUSINESS**

Motion by Mr. Kermode, seconded by Mr. Endress, to Proceed in Executive Session to Discuss Personnel Matters

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 President declared the motion carried.

Motion by Mr. Kermode, seconded by Mr. Endress, to Return to Open Session

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 President declared the motion carried.

There being no further business, the meeting was adjourned at 8:41 p.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary



The Board of Library Trustees, Lakewood, Ohio Thursday, October 8, 2020

Next Scheduled Meeting

Thursday, November 12, 2020 via In-Person and Video Conference.

7:00 P.M.