

The Board of Library Trustees, Lakewood, Ohio Thursday, September 9, 2021

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 Auditorium of the Main Library, 15425 Detroit Avenue, Lakewood, via In-Person and Video Conference, Lakewood, OH on Thursday, September 9, 2021 at 7:5 P.M.

Members present: Mrs. Nancy Seibert, Mrs. Persis Sosiak, Mr. Artbauer, Mr. Kermode, and Mr. Gregory Gipson.

Members excused: Mrs. Tiffany Graham Charkosky and Mr. Endress.

Also present: Mr. James Crawford and Mr. William Costello, Jr., CPA; Judy Grzybowski, Manager of the Madison Branch; Julie Strunk, Manager of Children's and Youth Services; Jody Wilkerson, Manager of Administration.

#### **APPROVAL OF AGENDA**

Motion by Mrs. Seibert, seconded by Mr. Kermode, approval of the Agenda for September 9, 2021.

Yeas: Mrs. Seibert, Mrs. Sosiak, Mr. Artbauer, and Mr. Kermode.

Absent: Mr. Gipson.

Nays: None.

The President declared the motion carried.

#### **COMMUNICATIONS**

Mr. Crawford received a patron suggestion for one or two benches to be added behind the Main Library for patrons and employees.

Mr. Crawford invited Julie, Strunk, Manager of Children's and Youth Services, to give an update on copy write permissions. Mrs. Strunk detailed that four publishers have extended their copy write permissions from September 30, 2021 to December 31, 2021. The four publishers are Penguin Random House, Harper, Simon & Schuster and Peachtree.

Mr. Gipson asked what plan the Library has for in-person children's programming. Mr. Crawford stated that in-person programming is an ongoing evaluation done weekly at the meetings with the Managers. One of the biggest concerns is that children under the age of twelve are not eligible to be vaccinated at this time.

### **DISPOSITION OF MINUTES**

Motion by Mrs. Seibert, seconded by Mrs. Sosiak, approval of the minutes of the regular meeting of June 10, 2021.

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

Abstained: None.

Nays: None.

The President declared the motion carried.

### **REPORTS OF STANDING COMMITTEES**

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

No report.

#### **Building and Supplies**

Mr. Artbauer described small issues with the City of Lakewood asking the Library to replace concrete walkway slab in front of the Turkish Center and to reset the bricks in front of the Madison Branch.

Mr. Artbauer reported that the electrical panel is expected on site on October 27, 2021.

The updated Madison Branch completion date is the middle to end of November 2021.

#### **Collections and Gifts**

Motion by Mrs. Sosiak, seconded by Mrs. Seibert, 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):

07/05/21 - \$100.00 Paula Reed  
07/05/21 - \$ 10.00 Robert Bergman  
07/05/21 - \$ 10.00 Gregory Reid  
07/05/21 - \$ 10.00 Bayan Hammad  
07/05/21 - \$ 10.00 Kailin Chang  
07/06/21 - \$ 50.00 Kevin Bringman  
07/06/21 - \$ 10.00 Jack Vrnak  
07/06/21 - \$ 5.00 Sarah Krueger  
07/06/21 - \$150.00 Kathleen Burleigh  
07/07/21 - \$ 25.00 Jeffrey Willis  
07/13/21 - \$ 25.00 Yolanda Zajdler  
07/13/21 - \$ 20.00 Sharon Sandy  
07/13/21 - \$100.00 Walter McKenna  
07/14/21 - \$100.00 Ann McHale  
07/15/21 - \$ 50.00 Ann Beyer  
07/18/21 - \$100.00 Paul Zuby  
07/31/21 - \$ 1.00 Michael Beyer  
08/04/21 - \$ 20.00 David and Linda Kurth  
08/04/21 - \$100.00 Hal Cooper  
08/04/21 - \$200.00 Donald Chick  
08/06/21 - \$ 50.00 April Miller  
08/24/21 - \$100.00 William Beyer

Lakewood Public Library Friends Gifts Received:

None.

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

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:

Appointments:

07/28/21 - Bair, Angelina, Professional, Children's and Youth Services

08/21/21 - Murray, Gabrielle, Clerk, Public Services

08/21/21 - Lopuszanski, Margaret, Paraprofessional, Public Services

08/31/21 - Namkoong, Stephen, Clerk, Public Services

Resignations/Retirements/Separations/Terminations:

07/21/21 - Smith, Elizabeth, Clerk, Public Services

07/24/21 - Arancibia, Marisa, Professional, Public Services

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

Abstained: None.

Nays: None.

The President declared the motion carried.

**REPORTS OF SPECIAL COMMITTEES**

**Audit Committee**

No report.

**Public Comments**

None.

**NEW BUSINESS**

Public Library Fund Apportionment

Motion by Mrs. Sosiak, seconded by Mr. Gipson, Consenting to the Cuyahoga County Budget Commission Distributing Public Library Funds in Year 2022 Applying the Same Apportionment Formula Used in Year 2021.

Roll Call of Said Motion:

Mrs. Graham Charkosky	<u>    </u> Yea	<u>    </u> Nay	<u>    </u> Abstain	X Absent
Mr. Gipson	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mrs. Seibert	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mrs. Sosiak	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mr. Endress	<u>    </u> Yea	<u>    </u> Nay	<u>    </u> Abstain	X 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 President declared the motion carried.

Columbus Day and Juneteenth

Motion by Mrs. Seibert, seconded by Mr. Kermode, Amending the Holidays and Personal Day Policy; Replacing Columbus Day with Juneteenth, and Closing the Library on Juneteenth.

Roll Call of Said Motion:

Mrs. Graham Charkosky	<u>    </u> Yea	<u>    </u> Nay	<u>    </u> Abstain	X Absent
Mr. Gipson	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mrs. Seibert	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mrs. Sosiak	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mr. Endress	<u>    </u> Yea	<u>    </u> Nay	<u>    </u> Abstain	X 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 President declared the motion carried.

Equal Employment Opportunity

Motion by Mrs. Seibert, seconded by Mr. Gipson, as Amending Amending the Equal Employment Opportunity, Work Environment, and Grievance Procedure Policies.

Roll Call of Said Motion:

Mrs. Graham Charkosky	<u>    </u> Yea	<u>    </u> Nay	<u>    </u> Abstain	X Absent
Mr. Gipson	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mrs. Seibert	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mrs. Sosiak	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mr. Endress	<u>    </u> Yea	<u>    </u> Nay	<u>    </u> Abstain	X 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 President declared the motion carried.

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

Roll Call of Said Motion:

Mrs. Graham Charkosky	<u>    </u> Yea	<u>    </u> Nay	<u>    </u> Abstain	X Absent
Mr. Gipson	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mrs. Seibert	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mrs. Sosiak	X Yea	<u>    </u> Nay	<u>    </u> Abstain	<u>    </u> Absent
Mr. Endress	<u>    </u> Yea	<u>    </u> Nay	<u>    </u> Abstain	X 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 President declared the motion carried.

Time noted: 8:09 p.m.

Return to Open Session

Time noted: 8:43 p.m.

**OLD BUSINESS**

There being no further business, the meeting was adjourned at 8:44 p.m.

The Board of Library Trustees, Lakewood, Ohio Thursday, September 9, 2021

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President

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Secretary

Next Scheduled Meeting

Thursday, October 14, 2021 via In-Person.

7:00 P.M.

