

The Board of Library Trustees, Lakewood, Ohio Thursday, October 13, 2022

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 Board Room of the Main Library, 15425 Detroit Avenue, Lakewood, OH on Thursday, October 13, 2022 at 7:00 P.M.

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

Members excused: None.

Also present: Mr. William Costello, Jr., CPA, Andrea Fisher, Manager of the Madison Branch; Jody Wilkerson, Manager of Administration.

APPROVAL OF AGENDA

Motion by Mrs. Seibert, seconded by Mrs. Sosiak, approval of the Agenda as Amended, with moving Old Business Madison Branch Hours after Strategic Planning and Library Leadership Participation for October 13, 2022.

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

Abstained: None.

Nays: None.

The President declared the motion carried.

Andrea Fisher and Jody Wilkerson discussed the Manager's participation in the Strategic Planning. Items detailed were:

- Action Steps that have already been started.
- How each Action Step will be delegated.
- How to report to the community.

The Board of Trustees requested a decision tree to help silo items into different categories.

Strategic Planning will be discussed at the November 10, 2022 Board meeting.

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The Board of Trustees held a discussion regarding expanding the Madison Branch hours.

Andrea Fisher, Madison Branch Manager, asked to expand the Branch hours to Monday through Thursday 9:00 a.m. to 9:00 p.m.; Sunday closed, and Saturday 9:00 a.m. to 6:00 p.m. As per a discussion with Mr. Crawford, Andrea stated that 2-3 FTE would be needed for the increased hours at the Branch.

Madison Branch hours will be discussed at the November 10, 2022 Board meeting.

COMMUNICATIONS

The Board received a thank you letter from Kevin Costello, a Lakewood City School teacher.

The Board discussed an email received from a patron regarding an interaction with a staff member in the Main Library elevator.

DISPOSITION OF MINUTES

Motion by Mr. Endress, seconded by Mr. Artbauer, approval of the minutes of the regular meeting of September 8, 2022.

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

Abstained: None.

Nays: None.

The President declared the motion carried.

FINANCIAL REPORT AND BILLS

No report.

REPORTS OF STANDING COMMITTEES

Business Management and Finance

No report.

Building and Supplies

Mr. Artbauer gave an update on the Madison Branch lingering roof issues. There is a potential for a complete tear off of the flat roof.

Mr. Artbauer updated that the elevator is now working at the Madison Branch. Once backordered parts arrive, the elevator will be taken out of service for the upgrade.

Collections and Gifts

Motion by Mrs. Sosiak, seconded by Mr. Gipson, that the following gifts be accepted and gratefully acknowledged:

Lakewood Public Library Gifts Received:

09/19/22 - \$200.00 Catherine Reagan

Lakewood Public Library Foundation Received:

None.

Lakewood Public Library Friends Gifts Received:

None.

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

Abstained: None.

Nays: None.

The President declared the motion carried.

Personnel

Motion by Mrs. Seibert, seconded by Mrs. Sosiak, to acknowledge personnel changes:

Appointments:

None.

Resignations/Retirements/Separations/Terminations:

09/19/2022 - Frank, Melinda, Professional, Public Services

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

Abstained: None.

Nays: None.

The President declared the motion carried.

REPORTS OF SPECIAL COMMITTEES

Audit Committee

Mr. Costello reported that the 2020-2021 audit is still in process.

Public Comments

No report.

NEW BUSINESS

No report.

OLD BUSINESS

After much discussion on the Conflict of Interest form, the Board of Trustees decided that the Oath of Office each member receives supersedes this form.

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

Roll Call of Said Motion:

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

The President declared the motion carried.

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Time noted: 8:17 p.m.

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

Roll Call of Said Motion:

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

The President declared the motion carried.

Time noted: 8:24 p.m.

There being no further business, the meeting was adjourned at 8:26 p.m.

President

Secretary

Next Scheduled Meeting

Thursday, October 13, 2022

7:00 P.M

