

**The Twinsburg Public Library
Board of Trustees Regular Meeting
October 19, 2022
Bissell Local History Room - 6:00 p.m.**

Members Present: President Holly Toth, Vice President Mark Durbin, Secretary Suzanne Hawthorne-Clay, Walter Hoffmann (6:15), Mary Johnson, Matt Cellura and Sam Taylor.

Members Absent: None

Also Present: Director Laura Leonard, Fiscal Officer Kile Byington, and Administrative Assistant Jill Liepins.

Call to Order: President Holly Toth called the meeting to order at 6:00 p.m.

Minutes of Last Meeting: Mark Durbin moved to approve the September 21, 2022 regular meeting minutes as mailed. Mary Johnson seconded the motion. The motion was approved unanimously, with the exception of Matt Cellura since he was not at the September 21, 2022 meeting.

Correspondence: None

Remonstrance: None

President's Report: Enjoyed the Bookmobile Rollout event on October 7th.

Fiscal Officer's Report: The Board reviewed the September 2022 Financial Report. The balances for September are:

General Fund	2,004,919.04
Friends Fund	19,872.13
Coronavirus Relief Fund	0
Building and Repair Fund	398,114.17
Technology Fund	74,432.23
Total All Funds	<u>2,497,337.57</u>

Sam Taylor moved to approve the September 2022 Financial Report. Suzanne Hawthorne-Clay seconded the motion. A roll call vote was taken:

Roll Call: Matt Cellura – yes Mary Johnson – yes
 Mark Durbin – yes Sam Taylor – yes
 Suzanne Hawthorne-Clay – yes Holly Toth – yes
 Walter Hoffmann – yes

The motion was approved unanimously by roll call vote.

Kile Byington Reported:

- PLF for September was 11% above estimate and from September 2021.
- Discussed in detail the 2023 General Fund appropriations and outlook for 2023.
- Discussed in detail the salary and benefits report put together from data compiled from statewide surveys and comparisons to other Ohio libraries comparable in size, circulation, and revenue to Twinsburg Public Library. Will continue discussions of salary and benefits with the Finance Committee and Personnel Committee.
- Beginning January 1, 2023, Ohio minimum wage will be \$10.10.
- There will be a motion on the consent agenda to transfer money from the Unanticipated Emergencies to Transfer out account. According to the Ohio Revised Code, this contingency line should represent no more than 3% of the total budget.

Director's Report: Area Managers' reports included in packet.

Laura Leonard Reported:

- Thanked the Board for their support on the Bookmobile Rollout event. Have received a lot of positive feedback. Will look for solutions for security and care of the Bookmobile.
- Have been interviewing for Children's Outreach Associate. Have a candidate and will make an offer. Still trying to fill two Page positions.
- Have been handling several patron behavior situations.
- Thanks to Phoeby and Cari for a successful Staff Training Day which included topics of developmental disabilities, dementia, and diversity training, along with team building activities.
- Received quotes for the replacement of all safety doors and the French doors. Continuing discussions of these quotes.

Committee Reports:

Building and Grounds: None

Personnel: None

Finance:

Sam Taylor Reported:

- Met before the regular board meeting to discuss the 2023 Temporary Budget and wages and salaries.
- Sam Taylor attended the 2023 Summit County Trustees meeting and discussed the information given.

Friends of the Library: Next Meeting is November 16, 2022 at 5:30 pm.

Library Foundation: None

Old Business: None

New Business: None

CONSENT AGENDA:

A consent agenda of 3 items was presented to the board.

Motion to adopt a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the Summit County Fiscal Officer. The estimate for tax year 2022/collection year 2023 is set at the 2021 tax collection year amount of \$1,703,361.

Motion to approve the Summit County Library Trustees Council consensus of Public Library Fund distribution of 7.33017% for 2023.

Motion to transfer \$350,000 from 101.0.58900 Unanticipated Emergencies to 101.0.89900 Transfer Out.

Matt Cellura moved to approve all consent agenda items as read. Mary Johnson seconded the motion. A roll call vote was taken:

Roll Call:	Matt Cellura – absent	Mary Johnson – yes
	Mark Durbin – yes	Sam Taylor – yes
	Suzanne Hawthorne-Clay – yes	Holly Toth – yes
	Walter Hoffmann – yes	

Consent agenda passed unanimously by roll call vote.

Mary Johnson moved to adjourn at 7:14 p.m. Mark Durbin seconded the motion. The motion was approved unanimously.

The next meeting is scheduled for Wednesday November 16, 2022 at 6 p.m. in the Bissell Local History Room.

President

Secretary

Mailing/Handouts: October 19, 2022 Meeting Agenda; September 21, 2022 Meeting Minutes; Financial Reports as of September 30, 2022; September 2022 Director’s Report; Department Managers’ Report; September 2022 Circulation Statistics.