

**The Twinsburg Public Library
Board of Trustees Regular Meeting
February 17, 2021
Virtual Via Zoom - 6:00 p.m.**

Members Present: President Holly Toth, Vice President Mark Durbin, Secretary Walter Hoffmann, Sam Taylor, Matt Cellura, and Mary Johnson.

Members Absent: Suszanne Hawthorne-Clay

Also Present: Director Laura Leonard, Fiscal Officer Allison Chance, and Administrative Assistant Jill Liepins.

Call to Order: President Holly Toth called the meeting to order at 6:01 p.m.

Minutes of Last Meeting: Sam Taylor moved to approve the January 20, 2021 regular meeting minutes as amended. Mark Durbin seconded the motion. The motion was approved unanimously.

Correspondence: None

Remonstrance: Laura Leonard introduced the following new employee:

- Victor Barratt-McCartney, Circulation Clerk

President's Report: Items too late for the agenda: committee chairs, Ad-Hoc By Laws committee.

Fiscal Officer's Report: The Board reviewed the January 2021 Financial Report. The balances for the January report are:

General Fund	868,424.78
Friends Fund	32,456.27
Coronavirus Relief Fund	4,532.51
Building and Repair Fund	201,338.82
Technology Fund	92,407.90
Total All Funds	<u>1,199,160.28</u>

Matt Cellura moved to approve the January 2021 Financial Report. Sam Taylor seconded the motion. The motion was approved unanimously.

Allison Chance Reported:

- PLF for February 2021 came in at 7.83% above what ODT estimated in December 2020.
- Met with Matt Cellura to discuss the financial operations of the Library.
- A Finance Committee meeting will be scheduled to discuss the permanent budget for 2021.

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

Laura Leonard Reported:

- Shared a January 2020 v 2021 circulation comparison chart of all Clevnet libraries.
- Clevnet is working on an application that will allow customers to do self-checkout from their phones that would only work in the Library, as it is based on GPS. Some libraries are currently testing this out.
- Cleveland Public Library Chief Information Officer, Tim Diamond, is retiring. This could mean a shift in communication between CPL and Clevnet libraries, as he was the liaison between the two. His position is not being refilled.
- Reached out to Senator Roegner and Representative Weinstein to thank them for supporting Senate Bill SB8, the Ohio Residential Broadband Expansion Grant Program. There is concern about PLF funding for libraries as some remain closed.

Committee Reports:

Building and Grounds:

- Next meeting is February 19, 2021 at 9:30 am in the BLHR.

Personnel:

- Meeting will be scheduled via Outlook to discuss personnel handbook and By-Laws.

Finance:

- Next meeting is March 5, 2021 at 1:30 pm in Meeting Room #1.

Friends of the Library:

Mary Johnson Reported:

- The Friends Shop is still closed due to no heat. Still accepting donations on Mondays and Thursdays. The carts of books out across from the Circulation desk are very helpful.

Library Foundation:

- The next meeting is on January 22, 2021.

Unfinished Business:

- Ad-hoc committee discussed information from their meeting regarding board of trustee (past and present) recognition project.

New Business:

- Committee chairs will be selected at the next individual committee meetings.
- The 2020 Employee of the Year will be presented on Thursday, February 25th at 9:00 am in a small ceremony at the Library. Walter Hoffmann will speak on behalf of the Board of Trustees.

MOTIONS:

Mary Johnson moved to adjourn at 7:03 p.m. Matt Cellura seconded the motion. The motion was approved unanimously.

The next meeting is scheduled for Wednesday, March 17, 2021 at 6 p.m. in Meeting Room 1.

President

Secretary

Mailing/Handouts: February 17, 2021 Meeting Agenda; January 20, 2021 Meeting Minutes; Financial Reports as of January 30, 2021; January 2020 Department Managers' Report; January 2021 Circulation Statistics