

MINUTES
FAIRPORT HARBOR PUBLIC LIBRARY
BOARD MEETING
May 17, 2022

An open hearing was begun at 5:30 to introduce the 2023 budget for the Fairport Harbor Public Library. The hearing ended at 5:32.

The regular meeting of the Fairport Harbor Public Library Board of Trustees was called to order at 5:33 p.m. with Pam Lausin presiding.

ROLL CALL OF BOARD:

- Ms. Jan Baldree, Ms. Linda Coffman, Ms. Anna Coll, Mr. Jim Gutowski , Ms. Pam Lausin, Ms. Lee Negrelli, and Ms. Rebecca Steinback were present.

STAFF PRESENT

- Ms. Kara Cervelli, Director; Ms. Joanne Clapp, Chief Fiscal Officer

ALSO PRESENT

- Mr. Jim Balog and Ms. Melanie Zavrl, officers of Friends of the Library

APPROVAL OF MINUTES:

- A motion was made by Ms. Coffman and seconded by Ms. Negrelli to approve the minutes of the April 19, 2022, Board meeting. All members present voted yes. Motion passed.

TREASURER'S REPORT:

- A motion was made by Ms. Steinback and seconded by Ms. Baldree to approve the Financial Reports for April 2022. All members present voted yes. Motion passed.
- A motion was made by Ms. Coffman and seconded by Ms. Negrelli to approve Resolution 2022-03, the tax budget for Fairport Harbor Public Library for the year 2023. All members present votes yes. Motion passed.

DIRECTOR'S REPORT;

- The statistics are now compared using the year-to-date totals instead of year-to-year. A more meaningful comparison is produced. The library is not yet back to pre-pandemic numbers.
- The new state delivery system is working well.
- All Ohio library levies on the May 2022 primary passed.
- A local artist Catlin Wise has been asked to submit a proposal for a painting of the library that can be displayed in the new library once it is built.
- The tentative date for the 100 year celebration of the library is September 17, 2022.
- The summer art & craft fair will be held June 11
- A separate Library-School section is now a part of the Director's Report where issues and communications will be noted.
- Each staff member submitted a list of activities performed during the month.

OPEN TO AUDIENCE

- Several people were present, but no one asked to speak.

FRIENDS OF THE LIBRARY

- The Friends group folded all the quarterly newsletters for mailing.
- The book sale in June will be a big event

COMMITTEE REPORTS:

Building and Grounds

- A meeting of the Building/Grounds committee was scheduled for May 31st at 4:00 pm in the library meeting room.

Policies

- No report

Evaluations

- No report

Finance

- The Finance committee met on May 10, 2022, to examine the 2022 budget. Our spending is on track so far this year.
- A motion was made by Ms. Steinback and seconded by Mr. Gutowski to change the copier contract to Applied Laser Technology from COMDOC. Approximately \$300/month will be saved. All members present voted yes. Motion passed.
- A motion was made by Ms. Coll and seconded by Ms. Coffman approve the 2nd levy resolution. All members present voted yes. Motion passed.

Long Term Planning

- There have been 162 responses online to the survey. 200 is the goal and that should be reached by the deadline.

OLD BUSINESS

- None

NEW BUSINESS:

- The idea of a Board Retreat was discussed, and it was decided that we would pursue that option.

ADJOURNMENT: The meeting was adjourned at 6:34 p.m.

Rebecca Steinback
Secretary of Board

Kara Cervelli
Library Director