

Minutes of Regular Board Meeting

October 21, 2020

The Geauga County Public Library Board of Trustees met in regular session on Tuesday, October 21, 2020. In accordance with the March 13, 2020 opinion from the Ohio Attorney General's Office the meeting was held via teleconference. Public access to the meeting was provided by a public link on the library's website board meeting announcement page.

Call to Order and Roll Call: President Karen Delano called the meeting to order at 3:03 and the roll call was conducted.

Present: Karen Delano, Josh Hutchinson, Paul A. Newman, Larry Pitorak (arrived at 3:15), Kate Pitrone, Raymond Rundelli, Jake Yanchar, Ed Worso – Director, Kris Carroll - Assistant Director and Lisa Havlin – Fiscal Officer

Also Present: Kevin Barton, Patrick Culliton, Katy Farrell, Rebecca Gierman, Rachael Hartman, Patrick Jolly, Judy Lasco, Marlene Pelyhes, Michael Pope, Christine Reda

Guests: CBLH Representatives: Marc Bittenger, Scott Weaver; Larry Corbus, Library Representative; Linda Applebaum, County Prosecutor

Executive Session:

Josh Hutchinson made a motion, seconded by Paul Newman to enter executive session to consider discipline of a public employee. The motion passed and the Board along with Assistant Director, Kris Carroll entered executive session at 3:10 PM.

Ayes: Delano, Hutchinson, Newman, Pitrone, Rundelli, Yanchar
Nays: None

The Board returned to regular session at 4:07 PM. It was noted that Larry Pitorak joined the Executive Session and that Kris Carroll left and Geauga County Prosecutor, Linda Applebaum joined the Board for the remainder of the Executive Session.

Larry Pitorak left the meeting at 4:07

Approval of Minutes:

Exhibit 10/20/A

The minutes of the September 15, 2020 regular board meeting and September 28, 2020 Special Board meeting were approved as presented upon motion by Kate Pitrone, seconded by Josh Hutchinson.

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Rundelli, Yanchar
Nays: None

Communications:

Exhibit 10/20/B

There were no additions to communications included in the board packet.

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Agenda:

Exhibit 10/20/C

Kate Pitrone made a motion, seconded by Josh Hutchinson, to approve the agenda.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Rundelli, Yanchar
Nays: None

Fiscal Officer's Report:

Exhibit 10/20/D

Approval of September Disbursements

Exhibit 10/20/E

Kate Pitrone made a motion, seconded by Josh Hutchinson, to approve the Fiscal Officer's Report including disbursements as presented in the board packet.
The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Rundelli, Yanchar
Nays: None

Approval of LGS Agreement Resolution #20-2

Exhibit 10/20/F

Paul Newman made a motion, seconded by Kate Pitrone to approve the Local Government Services agreement to prepare 2020 financial statements in conformity with another comprehensive basis of accounting. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Rundelli, Yanchar
Nays: None

Approval of Middlefield Banking Company Depository Agreement

Exhibit 10/20/G

Kate Pitrone made a motion, seconded by Josh Hutchinson to approve the Middlefield Banking Company Depository Agreement as presented in the board packet. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Rundelli, Yanchar
Nays: None

Approval of Changes to Operating Policy 342 – Hospitality

Exhibit 10/20/H

Josh Hutchinson made a motion, seconded by Raymond Rundelli to approve the changes to Operating Policy 342 – Hospitality. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitrone, Rundelli, Yanchar
Nays: None

Larry Pitorak rejoined the meeting at this time.

Director's Report:

Exhibit 10/20/I

Approval of Staff Continuing Education Assistance

Debbie Schrock (toward BA from KSU)	\$704.49
o Principles of Management	
o Music as World Phenomenon	

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Lynn Vandevort (to complete MLIS from KSU) \$664.80
o LIS Preservation and Conservation of Heritage Materials
o LIS Information Sources and Reference Services

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar
Nays: None

Assistant Director's Report: Exhibit 10/20/J
There were no additions to the Assistant Director's report as included in the board packet.

Human Resources Report: Exhibit 10/20/K
Human Resource Actions Exhibit 10/20/L
Josh Hutchinson made a motion, seconded by Kate Pitrone, to approve the Human Resource Actions as presented in the board packet. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar
Nays: None

Approval of Retirement Gift
Kate Pitrone made a motion, seconded by Josh Hutchinson, to approve a retirement gift for a part time employee as listed on the HR Actions report. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar
Nays: None

Approval of Addition of Bronze Health Insurance Plan I Exhibit 10/20/M
Kate Pitrone made a motion, seconded by Paul Newman, to approve the addition of Stark County Council of Governments Bronze Health Insurance Plan to be offered to employees at open enrollment. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar
Nays: None

Committee Reports: None

Unfinished Business:
Board President, Karen Delano and Board Member Josh Hutchinson asked for an update regarding the CARES Act grant received in September. Director, Ed Worso explained that he would have a plan to spend the funds and purchase orders processed by the end of the week.

New Business:
Approval of Amendments to GMP #1 Exhibit 10/20/N
Raymond Rundelli made a motion, seconded by Kate Pitrone to approve the changes to GMP #1 for Renovations. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Yanchar
Nays: None

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Abstain: Rundelli

Approval of Amendments to GMP #2

Exhibit 10/20/O

Kate Pitrone made a motion, seconded by Josh Hutchinson to approve the changes to GMP #2 for New Builds. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Yanchar

Nays: None

Abstain: Rundelli

Approval of GMP #2 Change Order #8

Exhibit 10/20/P

Kate Pitrone made a motion, seconded by Josh Hutchinson to approve Change Order #8 for GMP #2 new buildings.

The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar

Nays: None

Approval of CBLH Additional Services

Exhibit 10/20/Q

Kate Pitrone made a motion, seconded by Josh Hutchinson to approve fees for additional services to engineer a pergola at Thompson Library. It was noted that CBLH waived their fee and the only fee charged to the library would come from engineering company Barber & Hoffman. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar

Nays: None

Approval of Bainbridge Sign Proposal

Exhibit 10/20/R

Kate Pitrone made a motion, seconded by Josh Hutchinson, to approve the proposal from Richards to provide signage for the new Bainbridge Library building.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar

Nays: None

Approval of Thompson Sign Proposal

Exhibit 10/20/S

Kate Pitrone made a motion, seconded by Jake Yanchar, to approve the proposal from Richards to provide signage for the new Thompson Library building.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar

Nays: None

Approval of Donley's IC/Geauga County Commissioners' MOU

Exhibit 10/20/T

Josh Hutchinson made a motion, seconded by Jake Yanchar, to approve the Memorandum of Understanding between the Geauga County Board of Commissioners, the Library and Donley's IC for the library to provide temporary space and power supply at the Administrative Center for parking and construction trailer during the county's construction project. The motion passed.

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Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Yanchar
Nays: None
Abstain: Rundelli

Approval to Close Bainbridge Temporary Location at Gardiner Center

Paul Newman made a motion, seconded by Kate Pitrone to approve closing Bainbridge library, currently located at the Gardiner Center on election day. The motion passed.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar
Nays: None

Approval of October Discard List

Exhibit 10/20/U

Josh Hutchinson made a motion, seconded by Kate Pitrone, to approve the discard list as presented in the board packet.

Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar
Nays: None

Board Development:

None

Foundation report:

Becki Gierman reported that the Foundation is moving forward with the restructuring of the Foundation and Friends. Becki and other Foundation members have reached out to the Friends members that had issues with the restructuring and corrected the miscommunication. A meeting is scheduled to discuss recruitment for the new Friends Committee.

Becki also reported that the Imagination Library currently has 1230 enrollees. The goal for 2020 is 1300. The Bainbridge Civic club has become a sponsor of the program. There will be a national push for the program in November.

The Foundation has raised \$4,300 with their Stay At Home and Read fund raiser; the goal is \$10,000. Becki also reported that the Foundation's online store will go live this week and that the Foundation will not be holding their Mini-Golf fund raiser in March.

Comments from the Public:

Marc Bittinger from CBLH Design, thanked the board and library administration for their support throughout the renovation and building projects.

Debbie O'Connor told the Board she had been approached by Friends group members who said they would picket the library and write letters to the editor protesting the change to Friends groups. Debbie expressed her concern about bad publicity with the change to the Friends Groups structure.

Executive Session:

Josh Hutchinson made a motion seconded by Kate Pitrone to enter executive session to consider discipline of a public employee. The motion passed and the Board entered executive session at 5:16 PM.

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Ayes: Delano, Hutchinson, Newman, Pitorak, Pitrone, Rundelli, Yanchar
Nays: None

The board returned to regular session at 6:02.

Adjourn:

Jake Yanchar made a motion, seconded by Raymond Rundelli, to adjourn the meeting. The motion passed and the meeting adjourned at 6:03 PM.

Karen Delano, President

Raymond Rundelli, Secretary