

**BOARD OF TRUSTEES
MENTOR PUBLIC LIBRARY
REGULAR BOARD MEETING
MINUTES JANUARY 17, 2024**

I. CALL TO ORDER/ROLL CALL: 6:06 p.m. by President, Sarah Strang

- *Present:* Sarah Strang, Tom Davis, Laurie Kosanovich, Sue Wilcosky, Mike Scipione, Jennifer McGee
- *Excused:* Christine Henninger
- *Staff Present:* Cheryl Kuonen, Colleen Snyder, Jen Grill, Sue Fram
- *Others Present:* Mary Pelton, staff notary; Keith Segina, staff SEIU Representative
- *Guests:* Loretta Chadwick; Lorie Zele; Mike Wood, SEIU 1199 Lead Administrative Organizer; SEIU Representative #2; Guest #1; staff: Amy Raischel, Katie Jackson, Dawn Soltis, Allison Strojnowski, Christina Peterson, Mary Royko, Tiffany Cromwell, MaryBeth Panich, Caleb Mozzocco

II. APPROVAL OF MINUTES

A. Approval of the Regular Meeting Minutes of December 20, 2023.

#24-009 RESOLUTION:

On a motion by Mr. Scipione, seconded by Mrs. Wilcosky, the Board resolved that the Minutes of the Regular Board Meeting of December 20, 2023 be adopted as presented.

Roll Call: Ayes (5) Mrs. Wilcosky, Mr. Scipione, Mr. Davis, Ms. McGee, Mrs. Strang; Abstain (2) Mrs. Kosanovich, Mr. Scipione; Nays (0). Motion carried.

**#24-009
APPROVAL OF
THE REGULAR
MEETING MINUTES
OF
DECEMBER 20,
2023**

III. PUBLIC COMMENT ON AGENDA ITEMS - none

IV. REPORTS

A. President's Report – Mrs. Strang - none

B. Library System – Cheryl Kuonen

i. Director's Report

Director Updates

- Mrs. Kuonen and Mrs. Snyder met with StudioTECHNE today. A proposal is expected by February 1 which will be submitted to the Library's legal authority to review, after which the proposal will be ready for the February 14 Joint Committee meeting. StudioTECHNE is scheduled to meet with all staff on March 5 for a visioning/listening session. It was a very positive first meeting.
- OLC is partnering with Amazon Business which could save public libraries money. More information to come.
- State Senator Cirino has been contacted with regards to one-time Community Investment funding which, if granted, would be used for the greenspace. State

Representatives Troy and Callender have also been contacted. We do not know the timeline for application or approval for this funding.

- Friends of Mentor Public Library will be fundraising in February “I Love My Library” month. A donation collection box will be set on the Circulation desk at the Main Library.
- The Main Library’s generator worked perfectly during the power failure on Friday, January 12 evening and into Saturday, January 13. The library was closed on Saturday; the ACT Test Prep classes that were canceled will be rescheduled.
- Mentor Public Library will be a sponsor at MACC’s State of the Schools meeting next week on Tuesday, January 23.
- An OLC Trustee Dinner will be held in Independence on May 2. Any Board members interested in attending should contact Cheryl.
- Trustees are reminded to bring in their old tablets. New tablets will be available upon request.

C. Financial – Colleen Snyder, Fiscal Officer

i. Financial Reports, December 2023

#24-010 RESOLUTION:

On a motion by Mr. Davis seconded by Mr. Scipione, the Board resolved that the Financial Reports for the month of December 2023 be accepted and filed – Cash Reconciliation, Fund Summary Report, Outstanding Check Listing, Revenue Reports and Expense Control Report.

**#24-010
FINANCIAL
REPORTS
DECEMBER 2023**

The 2024 PLF estimates received in December are lower than the estimates that were received in June, so the predictions for 2024 will come in about \$120,000 lower than the 2023 PLF received.

Roll Call: Ayes (6) Mr. Scipione, Mr. Davis, Ms. McGee, Mrs. Wilcosky, Mrs. Kosanovich, Mrs. Strang; Nays (0). Motion carried.

ii. Ratification of December 2023 Bills

#24-011 RESOLUTION:

On a motion by Mrs. Strang, seconded by Mrs. Wilcosky, the Board resolved that the Bills paid in December 2023 evidenced by the December Voucher Summary Reports be approved.

**#24-011
RATIFICATION
OF DECEMBER
2023 BILLS**

Mrs. Snyder reported that the final payment has been made for the staff room remodel and payment is now complete. CT has received the final as-built drawings (which were excellent) and is what the Library was holding payment for.

Roll Call: Ayes (6) Mr. Davis, Ms. McGee, Mr. Scipione, Mrs. Kosanovich, Mrs. Wilcosky, Mrs. Strang; Nays (0). Motion carried.

iii. Investments

#24-012 RESOLUTION:

On a motion by Mrs. Kosanovich, seconded by Mrs. Strang, the Board resolved that the Investments for December 2023 be approved as presented.

**#24-012
INVESTMENTS
DECEMBER 2023**

Mrs. Snyder stated that the key to investments going forward will be to keep to a balance of liquid investments as we begin the Main project.

Roll Call: Ayes (6) Mrs. Wilcosky, Mrs. Kosanovich, Mr. Davis, Ms. McGee, Mr. Scipione, Mrs. Strang; Nays (0). Motion carried.

D. Board Committees - none

V. NEW BUSINESS - none

VI. OLD BUSINESS

A. Progress Log – as presented

It was noted that the additional cameras installed at the Lake Branch are working well.

VII. PUBLIC PRESENTATION TO THE BOARD – none

VIII. CONTRACT AMENDMENTS

#24-013 RESOLUTION:

On a motion by Mrs. Wilcosky, seconded by Mr. Scipione, the Board of Trustees of the Mentor Public Library resolved to approve the contract amendment for Cheryl Kuonen, Executive Director for 2024.

**#24-013
2024 CONTRACT
AMENDMENT FOR
EXECUTIVE
DIRECTOR**

Roll Call: Ayes (6) Ms. McGee, Mrs. Wilcosky, Mr. Davis, Mr. Scipione, Mrs. Kosanovich, Mrs. Strang; Nays (0). Motion carried.

#24-014 RESOLUTION:

On a motion by Mr. Davis, seconded by Mr. Scipione, the Board of Trustees of the Mentor Public Library resolved to approve the contract amendment for Colleen Snyder, Fiscal Officer for 2024.

**#24-014
2024 CONTRACT
AMENDMENT FOR
FISCAL OFFICER**

Roll Call: Ayes (6) Ms. McGee, Mrs. Wilcosky, Mr. Scipione, Mr. Davis, Mrs. Kosanovich, Mrs. Strang; Nays (0). Motion carried.

IX. EXECUTIVE SESSION

#24-015 RESOLUTION:

On a motion by Mrs. Wilcosky, seconded by Ms. McGee, the Mentor Public Library Board of Trustees resolved to adjourn to Executive Session for matters of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment as related to Ohio Revised Code 121.22 (G)(4).

**#24-015
EXECUTIVE
SESSION**

Roll Call: Ayes (6) Ms. McGee, Mrs. Wilcosky, Mr. Davis, Mrs. Kosanovich, Mr. Scipione,

Mrs. Strang; Nays (0). Motion carried.

The Board of Trustees entered into Executive Session at 6:19 p.m.

The Board of Trustees resumed Regular Session at 7:04 p.m.

Present: Sarah Strang, Tom Davis, Laurie Kosanovich, Sue Wilcosky, Mike Scipione, Jen McGee

Staff Present: Cheryl Kuonen, Colleen Snyder, Jen Grill

X. NEXT MEETING TIME AND PLACE ANNOUNCED:

The next meeting is at 6:00 p.m. on Wednesday, February 21, 2024 at the Main Library.

XI. ADJOURNMENT

#24-016 RESOLUTION:

Mrs. Strang adjourned the meeting at 7:04 p.m. without objection.

#24-016
ADJOURNMENT

SUBMITTED BY: Laurie Kosanovich Secretary

APPROVED BY: Sarah Strang President