

**STOW-MUNROE FALLS PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR BOARD MEETING
Monday February 19, 2024**

CALL TO ORDER

The meeting was called to order at 6:31 pm by President Shubert.

PRESENT

Tom Shubert, President; David Renninger, Secretary; Craig Mancuso, Vice President; Emily Hegner, Carla Wyckoff, Angela Daniel

OTHERS PRESENT

Gale Koritansky, Director; Jennifer Hale, Fiscal Officer; Katie Allen, HR Specialist

ABSENT

Richard Bedell

PUBLIC

No public comment.

ACTION ITEMS

**MOTION NO. 240219-1 APPROVE JANUARY 15, 2024 ORGANIZATIONAL
MINUTES**

Renninger moved, Mancuso seconded:

RESOLVED: That the Board Minutes of January 15, 2024 organizational board meeting be accepted and approved.

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Wyckoff, Mancuso, Renninger, Shubert

NAYS:

Motion carried.

MOTION NO. 240219-2 APPROVE JANUARY 15, 2024 BOARD MINUTES

Mancuso moved, Wyckoff seconded:

RESOLVED: That the Board Minutes of January 15, 2024 regular board meeting be accepted and approved.

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Renninger, Wyckoff, Mancuso, Shubert

NAYS:

Motion carried.

FINANCE

MOTION NO. 240219-3 APPROVE FEBRUARY TREASURER'S REPORT

Mancuso moved, Hegner seconded:

RESOLVED: That the Board of Trustees approves the Treasurer's Report for January 2024.

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Renninger, Wyckoff, Hegner, Mancuso, Shubert

NAYS:

Motion carried.

MOTION NO. 240219-4 ACKNOWLEDGE OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Renninger moved, Wyckoff seconded

RESOLVED: That the Board of Trustees acknowledges the following changes per the Official Certificate of Estimated Resources dated February 5, 2024 (see copy attached):

Increase in Real Estate Taxes – \$2,717.00
Decrease in Public Library Fund – (\$14,406.11)
Increase in Gifts/Donations – \$10,180.18

Donation of \$10,180.18 from J. Houlette will be added to the Building/Grounds Repair 101.0.53310 budget for 2024.

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Mancuso, Wyckoff, Renninger, Shubert

NAYS:

Motion carried.

MOTION NO. 240219-5 APPROVE APPROPRIATION TRANSACTION

Hegner moved, Mancuso seconded:

RESOLVED: That the Board of Trustees authorizes the Fiscal Officer to
appropriate:

\$125,000.00 from the general fund to 101.0.55710 vehicle purchase

Per Board Motion: 240115-6 Approve Purchase Proposal for bookmobile
from Mt. Sterling Public Library for \$125,000.00

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Wyckoff, Renninger, Mancuso, Hegner, Shubert

NAYS:

Motion carried.

PROGRAM

DIRECTOR'S REPORT

MOTION NO. 240219-6 ACCEPT THE DIRECTOR'S REPORT

Renninger moved, Mancuso seconded:

RESOLVED: That the Board of Trustees accepts the written Director's report for the
month of January 2024 and the Annual Report for 2023.

Ms. Koritansky stated that she sent a letter to Samantha Mancuso and attended the most recent meeting of the Teen Advisory Board in response to her public comment last month.

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Wyckoff, Mancuso, Renninger, Shubert

NAYS:

Motion carried.

DISCUSSION ITEMS

No discussion items.

BOARD COMMITTEES

BUILDING & GROUNDS

Ms. Hegner stated the Building and Grounds Committee recommends:

MOTION NO. 240219-7 APPROVE BID AWARD

RESOLVED: That the Board of Trustees awards the Parking Lot Expansion and Renovation Bid to:

Perrin Asphalt Company, Inc. For \$817,000.00

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Mancuso, Renninger, Wyckoff, Shubert

NAYS:

Motion carried.

FINANCE

Mr. Renninger stated the Finance Committee met prior to the Board meeting at 6pm and stated that questions were answered by Ms. Hale and they have no recommendations.

HUMAN RESOURCES

Mr. Mancuso stated nothing to report.

LEGISLATION/RULES

Mrs. Daniel stated nothing to report.

LONG RANGE PLANNING

Mr. Renninger stated nothing to report.

TECHNOLOGY

Mr. Shubert stated the committee met and discussed creating a technology plan. They discussed upgrading the cameras and the additional cameras needed for the new parking lot and a computer

replacement schedule created by the Head of Systems Administration. They also discussed hot spot replacements and additions along with some potential new technology to add like a touchscreen in the Children's Department.

RECORDS COMMISSION

Mr. Mancuso stated nothing to report.

NEW BUSINESS

MOTION NO. 240219-8 AUTHORIZE FISCAL OFFICER TO OPEN SEALED BIDS

Hegner moved, Daniel seconded:

RESOLVED:

The roll being called on its adoption, the vote resulted as follows:

AYES: Mancuso, Renninger, Wyckoff, Daniel, Hegner, Shubert

NAYS:

Motion carried.

MOTION NO. 240219-9 ACKNOWLEDGE CHANGE ORDER

Renninger moved, Mancuso seconded:

RESOLVED: That the Board of Trustees of the Stow-Munroe Falls Public Library acknowledges the following change order for the Circulation and Workroom Remodel:

\$586.50 to rework (2) sprinkler heads

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Wyckoff, Mancuso, Renninger, Shubert

NAYS:

Motion carried.

MOTION NO. 240219-10 APPROVE CHANGE ORDER APPROVAL AMOUNT

Hegner moved, Wyckoff seconded:

RESOLVED: That the Board of Trustees of the Stow-Munroe Falls Public Library approves the Fiscal Officer to sign off on any change orders up to \$10,000 without Board approval anything higher than \$10,000 will have to be brought before the Board for approval.

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Mancuso, Renninger, Wyckoff, Hegner, Shubert
NAYS:

Motion carried.

MOTION NO. 240219-11 TABLED – APPROVE LIBRARY CLOSING

RESOLUTION: That the Board of Trustees of the Stow-Munroe Falls Public Library approve closing the Stow-Munroe Falls Public Library on Monday, April 8, 2024 for the total solar eclipse.

The motion is tabled.

Possible closing will be discussed at the March Board Meeting.

MOTION NO. 240219-12 APPROVE OUT OF STATE TRAVEL

Renninger moved, Mancuso seconded:

RESOLVED: That the Board of Trustees approves out of state travel by Gale Koritansky, Director and Ann Malthaner, Marketing and Public Relations Manager to San Diego, California to attend and present at the American Library Association Annual Conference June 27 – July 2, 2024 at a reasonable expense

The roll being called on its adoption, the vote resulted as follows:

AYES: Daniel, Hegner, Wyckoff, Mancuso, Renninger, Shubert
NAYS:

Motion carried.

MOTION NO. 240219-13 ADJOURNMENT

Renninger moved, Wyckoff seconded to adjourn the meeting at 7:24pm.

All were in favor.

Motion carried.

Secretary

Board President

Jennifer Hale
Fiscal Officer

Amendment 2
 Amended: Actual Unencumbered
 Balances, Request dated 1/25/24, PT
 & LG Estimate

Akron, Ohio
 February 5, 2024

AMENDED
 OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES
 Revised Code, Section 5705.35

STOW MUNROE FALLS PUBLIC LIBRARY

The Budget Commission of Summit County, Ohio, hereby makes
 this Certificate for the Fiscal Year beginning January 1, 2024,
 which shall govern the total of appropriations by fund.

FUND TYPE Fund Class Fund Name	ACTUAL UNENCUMBERED BALANCE January 1, 2024	PT=Property Tax: real estate, personal property, homestead and rollback. LG=Library Local Government (Public Library Fund). TR=Transfer-in	O=Other revenue	TOTAL ESTIMATED AVAILABLE RESOURCES	
GOVERNMENTAL TYPE					
101 General	3,580,041.19	1,938,706.00 1,391,448.89	PT LG	78,180.18 O	6,988,376.28
SPECIAL REVENUE					
Target	82.51				82.51
COVID-19 Relief Fund	0.00				0.00
Walmart	0.00				0.00
Accumulated Benefits	64,000.00				64,000.00
Froebe Endowment Fund	511,579.70				511,579.70
TOTAL SPECIAL REVENUE	575,662.21	0.00	0.00	0.00	575,662.21
CAPITAL PROJECT					
401 Building	50,523.23				50,523.23
TOTAL CAPITAL PROJECT	50,523.23	0.00	0.00	0.00	50,523.23
FIDUCIARY TRUST and AGENCY					
	0.00				0.00
TOTAL TRUST and AGENCY	0.00	0.00	0.00	0.00	0.00
ALL FUNDS	4,206,228.83	3,330,154.89	78,180.18	0.00	7,643,210.34

The Budget Commission further certifies that its action on the foregoing budget and Tax Equalization estimate of the rate of each tax necessary to be levied within and without the 10 mill limitation is set forth in the proper columns of Schedule B, and the total amount approved for each fund must govern the amount of appropriation from such fund.

This Certificate has been Approved
 by the Summit County Fiscal Office

February 5, 2024
 Date



Joshua A. Brickner
 Joshua A. Brickner
 Secretary of Budget Commission