

BURTON PUBLIC LIBRARY BOARD OF TRUSTEES

Board Meeting Minutes

November 2, 2023

Present: Board Members Dawn Tolchinsky, Judy Starr, Forrest Burt, and Matt Connors; Library Director - Kathryn Ringenbach, Fiscal Officer - Ed Worso, and Executive Assistant -Caraline Nelson were present. No public present.

The Meeting was called to order at 7:00 PM by Board President Dawn Tolchinsky.

Meeting Minutes:

52-2023 Matt Connors moved to accept the September 21st, 2023, regular meeting minutes. The motion was seconded by Judy Starr and the resolution was passed.

Fiscal Officer's Report:

53-2023 Fiscal Officer, Ed Worso, presented the bank reconciliation, and mentioned he was able to void the old Cleveland Opera Theater checks.

Forrest Burt moved to accept the October 2023 Financial Statements. The motion was seconded by Matt Connors and the resolution was passed by the Board.

Ed discussed with the board that there may be potential changes that OPERS may be making an increase to the employer portion in future years raising from 14% to 18%. We did not need to do a new EPA test on library vehicles. Ed tested emailing pay stubs this last week. State auditing may take place closer to June.

54-2023 Judy Starr, moved to authorize our fiscal officer, or his/her designee, to pay necessary bills via check, ACH, or EFT. The motion was seconded by Forrest Burt and the resolution was passed by the Board.

Director's Report:

55-2023 Matt Connors, moved to authorize an executive session for discussion about the dismissal of a public employee, Forrest Burt seconded the motion, and the resolution was passed by the Board. The discussion took place and the executive session ended at 7:26.

Katie briefed the board on a recent incident where an employee at the library required ambulance assistance while off-duty. She also spoke about the five art pieces that were successfully sold at this year's art show. Katie highlighted the ongoing youth intervention group at the library and expressed the youth's interest in pitching their programming ideas to the board. Additionally, she mentioned Eli's collaboration with teenagers in writing short plays to be performed at the high school. Lastly, she informed the board about a rise in public information requests.

Statistics: Katie noted that September's statistics were pretty close to those of last year.

Fund Drive Update:

We received 2 donations totaling \$130 towards the general fund.

Unfinished Business:

Building Project Updates – 84 Lumber is working towards presenting a bid.

And the historic Review Board approved window replacement, presented to mayor and council.

New Business:

The Board will be collecting donations in memory of Dave Beten.

Public Comments: No Public Present.

56 -2023 Judy Starr moved to adjourn the meeting. The motion was seconded by Matt Connors. The resolution was passed unanimously by the board.

The meeting was adjourned at 7:47 P.M.

Respectfully submitted,

Caraline Nelson
Executive Asslstant to the Director

President

Secretary

Fiscal Officer