

Allison Chance Reported:

- Presented financial information for June 2021.

Director's Report: Area Managers' reports included in packet.

Laura Leonard Reported:

- The Library received its second consecutive perfect score from the Department of State: National Passport Center for our services. Thanks to facilitator Lori Holmes and the Adult Learning and Information Services librarians for their hard work.
- Lisa Ohanian (Circulation), Jessica Szczecinski (Circulation), and Megan Abate (Page) have resigned.
- The grant information has been submitted for the American Rescue Plan Act Outreach Grant. We hope to be announced the winning recipient in September.
- The new statewide delivery service is catching up with deliveries. They currently do not have a hub in Cleveland, so it has been a slow transition. The State Library negotiates the contracts for state delivery.
- Kathy Powers, Superintendent Twinsburg Schools, is planning a 20th anniversary of the events of 9/11.
- Meeting room bookings have started. The Library is being cautious to approve requests. Some groups are requesting recurring bookings, some weekly. However, we need to make sure Library programs have rooms available as they become scheduled.
- Youth Services will request funds from the Friends to redo the children's playroom. The request will be for new educational toys/equipment.

Committee Reports:

Building and Grounds: None

Personnel:

Suzanne Hawthorne-Clay Reported:

- Next meeting is Monday, June 21, 2021 at 7:15 pm.
- Links have been emailed for the Director and Fiscal Officer evaluations. All evaluations are due by July 30th. These will be reviewed at the next Personnel meeting on August 3, 2021 at 7:15 pm.

Finance: Next Meeting, August 10, 2021 at 8:00 am.

Friends of the Library:

Mary Johnson Reported:

- Christmas in July – Buy One Get One in the shop.
- Had a reception on July 14th to celebrate Fran Nugent, the first President of the Friends.
- Currently, there are 241 members.

- Next meeting is August 25, 2021 at 5:30 pm.

Library Foundation:

Suzanne Hawthorne-Clay Reported:

- The Foundation will have a table two of the upcoming Twinsburg Rock the Park concerts to promote/sell tickets for Foundation Experience in November.
- Waterway Car Wash vouchers on sale for \$22, half which goes to the Foundation.

Unfinished Business:

- Ad Hoc Committee discussed the quotes given for the Legacy Wall project. Motion to proceed with project below.

New Business: None

MOTIONS:

A consent agenda of six items was presented to the Board. Matt Cellura requested to remove item d.ix. to be read separately from the consent agenda.

Motion to accept a handmade onyx chess set from Carol Hufschmidt.

Motion to amend the Board of Trustee By-Laws Article 6, Section 6 to read “The Deputy Fiscal Officer shall be an employee of the Board appointed on an annual basis. The Deputy Fiscal Officer only acts in the absence of the Fiscal Officer and assumes the roles and responsibilities thereof. The Deputy Fiscal Officer shall be bonded in an amount determined by the Board.”

Motion to appoint Laura Leonard as interim Deputy Fiscal Officer for the period of August 2021-December 2021.

Motion to approve additions and corrections to the Staff Handbook as presented in Exhibit A addressing

- i. Emergency Closings and Disasters
- ii. Paid Administrative Leave
- iii. Remote Work
- iv. Cellular and Mobile Communication Device Policy including adding it to handbook
- v. Problem Resolution
- vi. Disciplinary Action
- vii. Disciplinary Appeal
- viii. Staff Recognition
- ~~ix. Vacation Accrual and Payout (under review-new information provided at meeting)~~
- x. Definition of excessive sick leave
- xi. Online Payroll Changes

Motion to allow the Director to enter into a contract with NEO-RLS for the purpose of strategic planning for 2023-2026 at a cost not to exceed \$5,000.

