

**NORTHEAST OHIO REGIONAL LIBRARY SYSTEM**

**BOARD OF TRUSTEES**

**FRIDAY, NOVEMBER 14, 2025 | 11:00 A.M.**

**JEN GRILL, PRESIDENT**

**MELISSA MALLINAK, VICE PRESIDENT/PRESIDENT-ELECT**

**MARISHA SULLIVAN, SECRETARY**

Westlake Porter Public Library  
27333 Center Ridge Rd  
Westlake, OH 44145

**Our Values** – Member-Driven, Inclusive, Relevant, Agile, Inspiring

**Our Vision** – NEO-RLS is the catalyst for maximizing library potential.

**Our Mission** – NEO-RLS provides excellent, accessible development opportunities for staff and organizations and dynamic collaborative possibilities to the diverse Northeast Ohio library community.

<p><b>MEETING AGENDA</b></p>
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I. Call to Order

- Roll Call
- Introduction of Guests
- Approval of Agenda\* (V)

II. Approval of October 21, 2025 Minutes (Enclosure 1) \*(V)

III. Correspondence

IV. Reports

- Financials (Enclosure 2) \*(RC)
- Executive Director (Enclosure 3)
- Continuing Education Coordinator (Enclosure 4)
- Marketing and Engagement Coordinator (Enclosure 5)
- Programs and Services Associate (Enclosure 6)
- Board Officers
- Advisory Group
  - Marketing/PR

V. Current Business

- Administrative Policy Update - Cybersecurity #2026-12 (Enclosure 7) \*(V)
- Administrative Policy Update - Appendix C Communication Etiquette #2026-13 (Enclosure 8) \*(V)

VI. New Business

- Budget Appropriation Transfer - #2026-14 (Enclosure 9) <sup>\*(RC)</sup>
- RLS Director's Meeting Update
- Updated Board Calendar (Enclosure 10)

VII. Items Too Late for the Agenda

VIII. Public Comments

X. Upcoming Meetings

**BOARD TRAINING**

**Friday, November 14, 2025 | 1:30 p.m.**

Westlake Porter Public Library  
27333 Center Ridge Rd  
Westlake, OH 44145

**FINANCE COMMITTEE MEETING**

**Tuesday, January 20, 2026 | 9:30 a.m.**

Kent State University Library  
1125 Risman Rd.  
Kent, OH 44242

**FULL BOARD MEETING**

**Tuesday, January 20, 2026 | 11:00 a.m.**

Kent State University Library  
1125 Risman Rd.  
Kent, OH 44242

**AWARDS COMMITTEE MEETING**

**Tuesday, January 20, 2026 | 1:30 p.m.**

Kent State University Library  
1125 Risman Rd.  
Kent, OH 44242

**PERSONNEL COMMITTEE**

**Tuesday, January 20, 2026 | 2:00 p.m.**

Kent State University Library  
1125 Risman Rd.  
Kent, OH 44242

IX. Adjournment

- \*Indicates vote is needed
- <sup>\*(B)</sup> indicates vote by Ballot
- <sup>\*(RC)</sup> indicates vote by Roll Call
- <sup>\*(V)</sup> indicates vote by Voice