

**Northeast Ohio Regional Library System
Minutes of Board Meeting held on January 16, 2024, at the Wickliffe Public Library at
11:00am**

Call to Order

This meeting was called to order at 11:11am am by President Melanie McGurr.

Roll Call

Board members present: Patrick Manning, Melanie McGurr, Teanna Weeks, Jennifer Buch, Katie Cooley, Marisha Sullivan, Eric Taggart, Mariana Branch, Jen Grill, Robin Bartley, and Scott Trimmer

Board members absent: Melissa Mallinak, Jennifer Welsh,

Staff members present Ragan Snead, Melissa Lattanzi, Jeff Laser, and Christine Vinion.

Guests: None

Approval of Agenda

Teanna W. moved, and Marisha S. seconded a motion to approve the agenda. The motion carried unanimously by voice vote.

Approval of Minutes of October 17, 2023, Meeting

Jen G. moved; Robin B. seconded a motion to approve the minutes, as amended. Motion carried by voice vote.

Correspondence:

President, Melanie McGurr has nothing at this time.

Ms. Snead presented a correspondence from Jeff Regensburger, LSTA Coordinator, State Library. Jeff provided positive feedback related to the 2022 Technology Conference.

Reports:

Fiscal Officer Christine Vinion submitted a written financial report.

Update on LSTA Grant funding. December 2022 compared to December 2023; we are in better financial position. CV will void historical checks from 2021-2022 and remove them from the financial report with assistance from Software Solutions. The Custodial Fund will be moved and the account deleted. Scott T. asked for clarification on historical vs. outstanding checks and Target Percentages.

Eric T. moved; Scott T. seconded a motion to approve the financial report. The motion carried unanimously by roll call vote.

Executive Director

Ragan Snead submitted a written report for the Board packet highlighting the following: LSTA Funds, Elyria Management Retreat.

Continuing Education Coordinators

Melissa Lattanzi submitted a written report and highlighted the following: CE is planned for January – June. 96 people attended the Children’s Summer Reading. 2022-2023 saw an increase in participation and continues to grow.

Jeff Laser submitted a written report and highlighted the following: Memory Care Kits are available for circulation and will be announced in the upcoming newsletter. We will be rebranding Technology Kits to Technology & Wellness Kits. Community Survey is live for Westlake Porter Public Library.

Board Officers

Board President – Melanie M. notified the board of Kara’s resignation from the board.

Advisory Group Chairs

Technology Advisory Group

Ragan provided an overview of the Technology Advisory meeting. Notably, the group determined that the Technology Plan needs to be updated and revised, including new goals and objectives.

DEIA Strategies Group

Teanna W. gave updates on the DEIA resources page, code of conduct, and the marketing audit. Awards discussion – the DEIA group discussed the process, nominations and selection of winners. Ragan will check in with the awards committee chair to determine improvements. The group will meet after the May board meeting with a hybrid option.

Committee Chairs

Finance Committee

Review of financials, and appropriations.

Current Business

- 2022-2025 NEO-RLS Strategic Plan Update (Enclosure 6)

Scott suggested a checklist for bylaws/policy – best practices for review.

- Diversity Center Training Report (Enclosure 7)

Discussion of changing the time/date for DEIA Training to accommodate board members.

- GCPL MOU 2024 (Enclosure 8) Motion (1st: Teanna W., 2nd: Katie C.) Roll Call vote.

New Business

- State Library of Ohio 2nd Quarterly Report (Enclosure 9)
- LSTA Grant Fund 2023-2024 Appropriation #2024-5 (Enclosure 10) ^{*(RC)} Motion (1st: Marisha S., 2nd: Marianna B.) with an amendment to amount. Roll Call vote.
- 2023-2024 Appropriations Board Resolution #2024-6 (Enclosure 11) ^{*(RC)} Motion (1st: Marianna B., 2nd: Patrick M.) Roll Call vote.
- Greenford Community Library
 - Discussion of membership options for library volunteers. It was decided that Individual memberships would be offered.

Items too Late for the Agenda: NONE

Public Comments: NONE

Upcoming Meetings

FINANCE/ PERSONNEL COMMITTEE

Tuesday, March 12, 2024 | 9:30 a.m.

Stark Library - Main
715 Market Ave N
Canton OH 44702

FULL BOARD MEETING

Tuesday, March 12, 2024 | 11:00 a.m.

Stark Library - Main
715 Market Ave N
Canton OH 44702

BYLAWS/POLICY COMMITTEE

Tuesday, March 12, 2024 | 1:30 p.m.

Stark Library - Main
715 Market Ave N
Canton OH 44702

Adjournment: Teanna W. moved, and Marisha S. seconded the motion to adjourn the meeting. The meeting was adjourned at 12:45 pm.