

**Northeast Ohio Regional Library System – Regular Board Meeting Minutes**  
**June 21, 2016**  
**NEO-RLS**  
**1580 Georgetown Road**  
**Hudson, Ohio 44236**

**Call to Order** - President Laura Leonard called the meeting to order at 11:04am.

**Roll Call**

Board members present were: Sheba Marcus-Bey, Cheryl Kuonen, Linda Yanko, Joe Zappitello, Kathy Pape, Laura Leonard, Nancy Currie, Rose Guerrieri, Lorena Williams, Jim Wilkins, and Anita Woods. Absent: Joseph Palmer, Jane Carle, Jim Gill, Denise Cardon

NEO-RLS staff members present were: Debbie Blair, Melissa Lattanzi, Holly Klingler, Rachelle Perry and Betsy Lantz

**Approval of the Agenda** - Jim Wilkins moved and Rose Guerrieri seconded a motion to approve the agenda. Moved carried by voice vote.

**Approval of March 15, 2016 minutes** - Lorena Williams moved and Nancy Currie seconded a motion to approve the minutes of the March meeting. Motion carried by voice vote.

**Correspondence**

A thank you from Jim Gill to Holly Klingler for presenting the tech program.

A thank you thanking NEO for supporting the Virginia Hamilton Conference from Dr. Sandman.

A thank you from Reed Memorial Library to Melissa Lattanzi.

A thank you from Denise Cardon, NEOMED, thanking Holly Klingler and Rachel Perry for presenting at the Community Health Fair.

**Reports**

**Fiscal Officer**

Fiscal Officer submitted written report. She believes we will end the year with a \$104,000 deficit which is below the original estimate of \$111,000.

Nancy Currie moved and Anita Woods seconded a motion to approve the financial reports. Motion carried by unanimous roll call.

**Executive Director**

Betsy Lantz submitted a written report. She thanked the staff for being incredibly helpful. She will meet in July with SWON to discuss sharing webinars in the 2017/2018 fiscal year. There is a chance regional funding could increase by 20%. Regionals would need to collaborate on something new, possibly Digital Inclusion. NEO will be conducting the Cleveland Museum of Art Library Director search. Betsy will be scheduling meetings with libraries in the near future.

## **Continuing Education**

Melissa Lattanzi submitted a written report. Two programs were especially well attended and well received: Positive Attitudes on Negative Days and Welcoming Patrons with Special Needs.

## **Youth Services**

Rachel Perry submitted a written report. She states PLA was wonderful with useful information she is using for NEO programming.

## **Emerging Technologies**

Holly Klingler submitted a written report. The E-Health Tech Lab has been requested at several libraries and ties in nicely with the Summer Reading Theme.

## **Board Officers – No report**

## **Committee Chairs**

**Personnel Committee & Finance Committee** - Met jointly on June 21, 2016.

The following Board Resolutions come from committee so no second is required.

Board Resolution 2016-23 Position Title Changes. Motion carried unanimously by voice vote.

Board Resolution 2016-24 Position Status Change. Motion carried unanimously by roll call vote.

Board Resolution 2016-25 2016-2017 Wage Increases. Motion carried unanimously by roll call vote.

Board Resolution 2016-26 Local Budget Transfer. Motion carried unanimously by roll call vote.

Board Resolution 2016-27 Health Insurance Premium Holidays. Motion carried unanimously by roll call vote.

Board Resolution 2016-28 Permanent Appropriations. Motion carried unanimously by roll call vote.

End of Personal and Finance Committee report.

## **Records Commission**

Board Resolution 2016-29 Records Disposal. Sheba Marcus-Bey moved and Linda Yanko seconded a motion to approve the records disposal. Discussion on keeping timesheets longer for OPERS reasons. Motion carried unanimously by voice vote.

## **Board President**

Laura Leonard thanked the NEO board and staff.

## **Advocacy Reports – no report**

## **Old Business – none**

## **New Business**

Board Resolution 2016-30 End of Year Transfers. Jim Wilkins moved and Joe Zappitello seconded a motion to approve end of year transfers for the fiscal officer. Motion carried unanimously by voice vote.

## **Discussion and questions about NEO Services**

Betsy Lantz stated she believes in 5 years or sooner NEO will be out of its deficit. She is data driven in regards to decision making and is working with staff to figure out what data to collect and how to use the data to increase revenue.

She sees 5 top challenges:

1. Marketing: message needs to be more consistent and at the right frequency.
2. Website(s): needs to be less confusing, more consistent and easier to use.
3. Strategic plan: needs to align daily work and individual goals to overall goals. She would like to work on a new strategic plan.
4. Deficit: Would like to form a taskforce on how we charge for services and current dues structure.
5. Member value: We need to define member value. Membership value may be different for different sized libraries. We need to ask libraries three questions: What would make you join NEO? What would you be willing to pay? What do you need from NEO?

Betsy stated she is a problem solver at heart and excited for the challenge. She asked for the board's help and input.

## **Items too late for the Agenda**

Election results:

Sheba Marcus-Bey – At-Large

Joseph Palmer – Region 1

Joe Zappitello – Schools

## **Public Comments – none**

Rose Guerrieri moved and Jim Wilkins seconded a motion to adjourn. The meeting was adjourned at 12:37pm.