

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Organizational Meeting
December 17, 2018

Attendance

Members Present: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Member Absent: Ms. Williams

Staff Present: Ms. Brodar, Ms. Ritchey, Ms. Switzer, Implementation Team

Mr. Gleisser called the organizational meeting of the Shaker Heights Public Library Board of Trustees to order at 7:37 p.m. in the Main Library Room F.

Roll Call: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Election of Officers

Ms. Katz and Ms. Garrett nominated the following officers:

President: Mr. Gleisser
Vice President: Mr. Bertsch
Secretary: Mr. Meinhard

2018-71 Ms. Katz moved and Ms. Garrett seconded the motion to approve Mr. Gleisser as President, Mr. Bertsch as Vice President, and Mr. Meinhard as Secretary for 2019.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Nays: None. Motion carried

Appoint Finance Committee Members

Mr. Gleisser appointed Mr. Meinhard as Chair of the Finance Committee for 2019. He appointed Mr. Cicarella and Ms. Garrett members of the committee.

Appoint Fiscal Officer and Deputy Fiscal Officer

2018-72 Ms. Katz moved and Mr. Cicarella seconded the motion to appoint Ms. Ritchey as Fiscal Officer and Ms. Switzer as Deputy Fiscal Officer for 2019.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Nays: None. Motion carried.

Set Salary for Fiscal Officer

Mr. Gleisser said the Board would award a 2.5% raise for Ms. Ritchey for 2019, and set the rate at \$2,946.64 per pay for the Fiscal Officer.

2018-73 Mr. Cicarella moved and Mr. Bertsch seconded the motion to set the salary for Ms. Ritchey at \$2,946.64 per pay for 2019.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Nays: None. Motion carried.

Set Bond for Fiscal Officer and Deputy Fiscal Officer

Mr. Gleisser asked for a motion to set the bond for both the Fiscal Officer and the Deputy Fiscal Officer at \$100,000 for 2019.

2018-74 Mr. Cicarella moved and Ms. Katz seconded the motion to set bond for Ms. Ritchey as Fiscal Officer and Ms. Switzer as Deputy Fiscal Officer at \$100,000.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Nays: None. Motion carried.

Approve 2019 Board of Trustees Calendar

Ms. Switzer presented the 2019 Board of Trustees Calendar for review and approval.

2018-75 Ms. Katz moved and Mr. Bertsch seconded the motion to approve the 2019 Board of Trustees Calendar.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Nays: None. Motion carried.

Review responsibilities of Library Board of Trustees

Ms. Switzer provided a copy of the responsibilities of the Library Board of Trustees for their annual review.

Authorize Disposal of Materials

The Director or designated members of the staff are authorized to dispose of materials donated to or owned by the library, if those materials are no longer needed for Library operation in 2019.

2018-76 Mr. Bertsch moved and Ms. Katz seconded the motion to dispose of materials that are no longer needed for Library operation in 2019.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Nays: None. Motion carried.

Authorize Acceptance of Donations

The Director or designated members of the staff are authorized to accept donations of materials to the Library and not require these materials to be accepted by separate resolution of the Board during 2019.

2018-77 Ms. Katz moved and Mr. Bertsch seconded the motion to accept donations during 2019.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Garrett, Mr. Gleisser, Ms. Katz, Mr. Meinhard

Nays: None. Motion carried.

Adjournment

Since there was no further business to discuss, Mr. Meinhard moved and Ms. Katz seconded the motion to adjourn the organizational board meeting at 8:00 p.m. and trustees unanimously agreed.

Brian Gleisser, President

Susan Ritchey, Fiscal Officer

Troy Meinhard, Secretary