

SHAKER HEIGHTS PUBLIC LIBRARY  
Board of Trustees  
Organizational Meeting  
December 16, 2019

Attendance

Members Present: Mr. Bertsch, Mr. Cicarella, Mr. Gleisser, Ms. Hirsch, Ms. Katz, Mr. Meinhard, Dr. Rashid

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 6:37 p.m. in the Main Library Room F.

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

Election of Officers:

Mr. Cicarella reported that he and Ms. Hirsch nominated the following officers:

President: Mr. Bertsch  
Vice President: Mr. Cicarella  
Secretary: Ms. Hirsch

2019-75 Ms. Katz moved and Dr. Rashid seconded the motion to approve Mr. Bertsch as President, Mr. Cicarella as Vice President, and Ms. Hirsch as Secretary for 2020.

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

Nays: None. Motion carried.

Appoint Finance Committee Members

Mr. Gleisser recommended that this happen at the January meeting. This will allow the incoming President to assign the appropriate members.

Appoint Fiscal Officer and Deputy Fiscal Officer

2019-76 Mr. Bertsch moved and Ms. Katz seconded the motion to appoint Ms. Ritchey as Fiscal Officer and Ms. Switzer as Deputy Fiscal Officer for 2020.

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

Nays: None. Motion carried.

Set Salary for Fiscal Officer

Mr. Gleisser recommended that the Board set the 2020 salary for Ms. Ritchey at the rate of \$3,116 per pay.

2019-77 Mr. Meinhard moved and Ms. Katz seconded the motion to set the salary for Ms. Ritchey at \$3,116 per pay for 2020.

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

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 2020.

Ms. Hirsch arrived 6:46.

2019-78 Mr. Meinhard moved and Mr. Bertsch seconded the motion to set bond for Ms. Ritchey as Fiscal Officer and Ms. Switzer as Deputy Fiscal Officer at \$100,000 each.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Hirsch, Mr. Gleisser, Ms. Katz, Mr. Meinhard, Dr. Rashid

Nays: None. Motion carried.

Approve 2020 Board of Trustees Calendar

Ms. Switzer presented the 2020 Board of Trustees Calendar for review and approval. Ms. Katz recommended revisiting the December date in September due to possible school winter break conflicts.

2019-79 Ms. Katz moved and Dr. Rashid seconded the motion to approve the 2020 Board of Trustees Calendar.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Hirsch, Mr. Gleisser, Ms. Katz, Mr. Meinhard, Dr. Rashid

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

Mr. Gleisser asked for a motion to authorize the Director or designated members of the staff to dispose of materials donated to or owned by the library, if those materials are no longer needed for Library operation in 2020.

2019-80 Mr. Bertsch moved and Dr. Rashid seconded the motion to dispose of materials that are no longer needed for Library operation in 2020.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Hirsch, Mr. Gleisser, Ms. Katz, Mr. Meinhard, Dr. Rashid

Nays: None. Motion carried.

Authorize Acceptance of Donations

Mr. Gleisser asked for a motion to authorize the Director or designated members of the staff to accept donations of materials to the Library and not require these materials to be accepted by separate resolution of the Board during 2020.

2019-81 Ms. Katz moved and Mr. Cicarella seconded the motion to accept donations during 2020.

Roll Call: Ayes: Mr. Bertsch, Mr. Cicarella, Ms. Hirsch, Mr. Gleisser, Ms. Katz, Mr. Meinhard, Dr. Rashid

Nays: None. Motion carried.

Adjournment

Since there was no further business to discuss, Mr. Meinhard moved and Ms. Hirsch seconded the motion to adjourn the organizational board meeting at 6:55 p.m. and trustees unanimously agreed.

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Brian Gleisser, President

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Susan Ritchey, Fiscal Officer

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Troy Meinhard, Secretary