

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Organizational Meeting (Virtual)
January 25, 2021

Virtual Access Information Livestreamed Meeting: <https://tinyurl.com/SHPL-Bd-01-2021>

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

Mr. Bertsch called the Virtual Organizational Meeting of the Shaker Heights Public Library Board of Trustees to order at 6:32 p.m.

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

Election of Officers:

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

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

2021-01 Mr. Cicarella moved and Mr. Gleisser seconded the motion to approve Mr. Bertsch as President, Mr. Cicarella as Vice President, and Ms. Hirsch as Secretary for 2021.

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

Nays: None. Motion carried.

Appoint Finance Committee Members

Mr. Bertsch appointed the following board members to the Finance Committee for 2021:

1. Chair – Mr. Meinhard
2. Mr. Cicarella
3. Ms. Hirsch

Appoint Fiscal Officer and Deputy Fiscal Officer

2021-02 Mr. Cicarella moved and Ms. Katz seconded the motion to appoint Ms. Ritchey as Fiscal Officer and Ms. Switzer as Deputy Fiscal Officer for 2021.

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

Nays: None. Motion carried.

Set Salary for Fiscal Officer

Mr. Bertsch recommended that the Board set the 2021 salary for Ms. Ritchey at the rate of \$83,449.60.

2021-03 Ms. Katz moved and Dr. Rashid seconded the motion to set the salary for Ms. Ritchey at \$83,449.60 for 2021.

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

Nays: None. Motion carried.

Perform Oath of Office for Fiscal Officer and Deputy Fiscal Officer

Mr. Bertsch administered the Oath of Office to Ms. Ritchey as Fiscal Officer and Ms. Switzer as Deputy Fiscal Officer.

Business Manager/Fiscal Officer

I, Susan Kay Ritchey, do solemnly swear that I will support the Constitution of the United States, and the constitution of the state of Ohio; and that I will faithfully and impartially discharge my duties as Business Manager/Fiscal Officer of the Shaker Heights Public Library, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

Deputy Fiscal Officer

I, Amy Lynn Switzer, do solemnly swear that I will support the Constitution of the United States, and the constitution of the state of Ohio; and that I will faithfully and impartially discharge my duties as Deputy Fiscal Officer of the Shaker Heights Public Library, Cuyahoga County, Ohio, to the best of my ability, and in accordance with the laws now in effect and hereafter to be enacted, during my continuance in said office and until my successor is chosen and qualified.

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. Bertsch 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 2021.

2021-04 Mr. Gleisser moved and Ms. Hirsch seconded the motion to dispose of materials that are no longer needed for Library operation in 2021.

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

Nays: None. Motion carried.

Authorize Acceptance of Donations

Mr. Bertsch 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 2021.

2021-05 Ms. Katz moved and Dr. Rashid seconded the motion to accept donations during 2021.

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, Dr. Rashid moved and Mr. Gleisser seconded the motion to adjourn the organizational board meeting at 6:43 p.m. and trustees unanimously agreed.

Michael Bertsch, President

Susan Ritchey, Fiscal Officer

Melissa Hirsch, Secretary