

SHAKER HEIGHTS PUBLIC LIBRARY  
Board of Trustees  
Regular Meeting  
January 24, 2022

Attendance

Members Present: Dr. Barnard, Mr. Bertsch, Mr. Cicarella, Ms. Katz, Mr. Meinhard,  
Dr. Rashid, Dr. Rogen

Staff Present: Ms. Ritchey, Ms. Switzer

Mr. Bertsch called the regular meeting of the Shaker Heights Public Library Board of Trustees to order at 6:39 p.m.

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

Approval of Minutes

2022-02 Mr. Cicarella moved and Dr. Rashid seconded the motion to approve the minutes of the December 20, 2021 Organizational and Regular Board meetings as amended.

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

Nays: None. Motion carried.

Mr. Meinhard arrived at 6:41 p.m.

Forward Together Update

Mr. Zannoni reported that the updated estimate to renovate the Bertram Woods Branch is approximately \$2.7 million. This is with the assumption the library board moves forward with design in the spring and starts construction 6-8 months after that. If a new facility is part of the joint facility plan, the escalated estimate is approximately \$4 million in 4 years or \$7-8 million if the project is delayed 6-7 years. These costs are in addition to the costs necessary for the library to maintain the current structure until the new building can be completed.

Dr. Rogen arrived at 6:54 p.m.

Mr. Zannoni said the interim report will be presented at a joint Library Board/School Board/City Council meeting on February 15, 2022 for discussion.

President's Report

Mr. Bertsch welcomed Dr. Barnard and appointed her to the Finance Committee.

Mr. Bertsch appointed Dr. Rashid as chair of the Diversity, Equity, and Inclusion Committee and himself as a member.

Fiscal Officer’s Report

A. PLF (Public Library Fund)

Ms. Switzer reported that in 2021 the library received \$190,614 more than budgeted. The 2021 total state PLF distribution was \$464,405,999, 13.4% more than the 2020 total distribution. It has been 13 years since the PLF exceeded \$450 million.

B. Financial Statements – December 31, 2021

Ms. Ritchey reviewed the December 2021 financial statements.

**General Fund through December 2021**

Total 2021 Operating Revenue	\$6,544,004.15
Total 2021 Operating Expenditures	\$4,742,867.61

**All Funds through December 2021**

Beginning Year balance	\$14,701,800.58
2021 Receipts	\$7,562,853.56
2021 Expenditures	\$12,272,632.83
<hr/> Unexpended Balance	\$9,992,021.31
Encumbrances	\$1,535,183.38
<hr/> Unencumbered Balance	\$8,456,837.93

2022-03 Dr. Rashid moved and Mr. Cicarella seconded the motion to accept the December 31, 2021 financial statements as submitted.

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

Nays: None. Motion carried.

C. Credit Card Rewards Report

Ms. Ritchey reported that the library earned and received \$358.65 in Visa rewards during 2021.

Director’s Report

A. Director’s Report

Ms. Switzer reviewed her written report.

B. 2021 Usage Statistics

Ms. Brodar provided the Fourth Quarter 2021 and Annual Usage Statistics for the library.

New Business

A. Gifts to be accepted and appropriated to the designated funds

General Fund (101-6510)

Linda Wilson	\$600
Jonathan & Suzanne Scharfstein	\$500
Eileen & Jim Wilkoff	\$100
Jacobson Multimedia, LLC	\$25

Marilyn Kammer Memorial Fund (209-6510)

Karl Kammer In memory of Stanley Stein	\$25
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2022-04 Ms. Katz moved, and Mr. Cicarella seconded the motion to accept and appropriate the gifts to the designated funds.

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

Nays: None. Motion carried.

B. Personnel Action

Hired:

Riyan Sita, Library Aide, part-time, level 12, effective 12/22/2021

End of Employment:

Jackie Lee, Circulation Services Assistant, half-time, level 14, effective 12/26/2021

C. Executive Session

2022-05 Dr. Rashid moved and Ms. Katz seconded the motion to enter Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee.

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

Nays: None. Motion carried.

Trustees entered executive session at 7:36 p.m.

Trustees returned to regular session at 7:46 p.m.

Adjournment

Since there was no further business to discuss, Mr. Cicarella moved and Dr. Rashid seconded the motion to adjourn the virtual regular board meeting at 7:47 p.m. and trustees unanimously agreed. The next regular meeting of the Shaker Heights Public Library Board of Trustees is scheduled for Monday, February 21, 2022 at 6:30 p.m.

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Michael Bertsch, President

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Susan Ritchey, Fiscal Officer

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Doreen Katz, Secretary