

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Regular Meeting
August 15, 2022

Attendance

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

Members Absent: Dr. Rogen

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

Mr. Bertsch called the regular meeting of the Shaker Heights Public Library Board of Trustees to order at 6:31 p.m.

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

Approval of Minutes

2022-45 Mr. Cicarella moved, and Dr. Rashid seconded the motion to approve the minutes of the July 18, 2022 Regular Board meeting.

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

Nays: None. Motion carried.

Forward Together Update

Dr. Glasner, Shaker Heights City Schools Superintendent, provided an update on the Shaker Schools long-term facility planning process.

President's Report

Mr. Bertsch reported that he attended the Finance Committee meeting on Monday August 8, 2022.

Diversity, Equity, and Inclusion Committee Report

Dr. Rashid reported that the committee discussed consultant proposals to review the library's personnel policies and practices through a DEI lens. The committee agreed with the staff recommendation to hire Elevate People Solutions for \$7,100. Ms. Switzer noted that sufficient money was budgeted for the project and the work should start this year.

Presentation: Mackenna Dasco, Creation Spaces

Ms. Dasco presented information regarding the Creation Spaces at Main Library.

Fiscal Officer’s Report:

A. PLF (Public Library Fund)

Ms. Switzer reported the July 2022 Public Library Fund (PLF) distribution was 7.1% more than budgeted and 0.9% more than the library received in July 2021.

In July the library received the first estimate for calendar year 2023, for \$2,024,889. This amount is \$234,614 more than the 2022 budget and \$147,922 more than the June 2022 estimate for this calendar year.

Ms. Switzer noted that in 2008, the year the PLF began, the library received \$1,819,747, which remains the highest amount of PLF revenue received to date. When the 2008 amount is adjusted for inflation it is \$2,504,429. The 2008 recession and the resulting state budget cuts/freezes had a significant impact on library revenue. Had PLF revenue kept pace with inflation since 2008, the library would have received an additional \$6,846,629 from the PLF from 2009-2021.

B. Financial Statements – July 31, 2022

Ms. Ritchey reviewed the July 2022 financial statements.

General Fund through July 2022

Total 2022 Operating Revenue	\$ 4,161,340.67
Total 2022 Operating Expenditures	\$ 3,289,144.52

All Funds through July 2022

Beginning Year balance	\$ 9,992,021.31
2022 Receipts	\$ 8,026,000.18
2022 Expenditures	\$ 5,163,623.05
Unexpended Balance	\$12,854,398.44
Encumbrances	\$ 1,284,837.25
Unencumbered Balance	\$11,569,561.19

2022-46 Dr. Rashid moved, and Dr. Barnard seconded the motion to accept the July 31, 2022 financial statements as submitted.

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

Nays: None. Motion carried.

C. Public Library Fund Allocation Agreement January 1, 2023 through December 31, 2025

Ms. Switzer said the directors of the nine library systems in Cuyahoga County recommend extending the current agreement for another three-year term.

2022-47 Ms. Katz moved, and Dr. Rashid seconded the motion to approve the following resolution:

Subject to the approval of the Cuyahoga County Budget Commission and the approval of the Board of Trustees of each of the other independent free library systems in Cuyahoga County, to approve the agreement commencing on January 1, 2023 and terminating on December 31, 2025 which provides the percentage of the PLF to be allocated to the Shaker Heights Public Library is 2.83520% to be applied to PLF distributions. The President of the Board of Trustees is authorized to execute any agreements, amendments, or other documents necessary or appropriate to enact this agreement.

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

Nays: None. Motion carried.

Director's Report

A. Director's Report

Ms. Switzer shared her written report.

New Business

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

General Fund (101-6510)

Frances Iwanski	
In memory of Thomas McNitt	\$60
Jacobson Multimedia, LLC	\$25

2022-48 Ms. Katz moved, and Dr. Barnard seconded the motion to accept and appropriate the gifts to the designated funds.

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

Nays: None. Motion carried.

B. Personnel Action

End of Employment:

Emily Dahnert, Library Aide, part-time, level 12, effective 7/30/22

Ward Howard, Security Officer, part-time, level 14, effective 7/7/22

C. Other New Business

Ms. Katz thanked the staff for helping set up the room and technology for the meeting she had the previous week in the library.

Adjournment

Since there was no further business to discuss, Mr. Cicarella moved, and Dr. Barnard seconded the motion to adjourn the regular board meeting at 7:56 p.m. and trustees unanimously agreed. The next regular meeting of the Shaker Heights Public Library Board of Trustees is scheduled for Monday, September 19, 2022 at 6:30 p.m.

Michael Bertsch, President

Susan Ritchey, Fiscal Officer

Doreen Katz, Secretary