

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Organizational Meeting
December 18, 2023

Attendance

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

Members Absent (Attended Virtually): Dr. Rashid, Ms. Tendulkar

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

Mr. Cicarella called the organizational meeting of the Shaker Heights Public Library Board of Trustees to order at 6:34 p.m. in the Shaker Heights Public Main Boulevard & Fernway Rooms.

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

Dr. Rogen arrived at 6:39.

Election of Officers

Mr. Cicarella reported that the Nominating Committee (Ms. Katz and Dr. Rashid) are nominating the following officers:

President: Mr. Cicarella
Vice President: Dr. Barnard
Secretary: Dr. Rashid

2023-36 Ms. Kaus moved, and Mr. Cicarella seconded the motion to approve Mr. Cicarella as President, Dr. Barnard as Vice President, and Dr. Rashid as Secretary for 2024.

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

Nays: None. Motion carried.

Appoint Finance Committee Members

Mr. Cicarella appointed the following board members to the Finance Committee for 2024:

1. Chair – Dr. Rogen
2. Dr. Barnard
3. Ms. Tendulkar

Appoint Diversity, Equity, and Inclusion Committee Members

Mr. Cicarella appointed the following board members to the Diversity, Equity, and Inclusion Committee for 2024:

1. Chair – Dr. Rashid
2. Ms. Kaus
3. Ms. Katz through March 31, 2024, when her board term ends

Appoint Fiscal Officer and Deputy Fiscal Officer

2023-37 Ms. Katz moved, and Dr. Rogen seconded the motion to appoint Ms. Ritchey as Fiscal Officer and Ms. Switzer as Deputy Fiscal Officer for 2024.

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

Nays: None. Motion carried.

Set Salary for Fiscal Officer

Mr. Cicarella recommended that the Board set the 2024 salary for Ms. Ritchey at the rate of \$3,662.40 per pay period.

2023-38 Dr. Barnard moved, and Ms. Katz seconded the motion to set the salary for Ms. Ritchey at \$3,662.40 per pay period for 2024.

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

Nays: None. Motion carried.

Approve the 2024 Board of Trustees Meeting Schedule

2023-39 Dr. Rogen moved, and Ms. Katz seconded the motion to approve the 2023 Board of Trustee Meeting Schedule as revised.

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

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. Mr. Cicarella requested all Board of Trustee members return a copy with their signature to Ms. Switzer prior to the January Board of Trustees meeting.

Authorize Disposal of Materials

Mr. Cicarella 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 2024.

2023-40 Ms. Katz moved, and Dr. Barnard seconded the motion to dispose of materials that are no longer needed for library operation in 2024.

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

Nays: None. Motion carried.

Authorize Acceptance of Donations

Mr. Cicarella 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 2024.

2023-41 Ms. Katz moved, and Ms. Kaus seconded the 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 2024.

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

Nays: None. Motion carried.

Adjournment

Since there was no further business to discuss, Ms. Katz moved, and Dr. Rogen seconded the motion to adjourn the organizational board meeting at 6:54 p.m. and trustees unanimously agreed.

Thomas Cicarella, President

Susan Ritchey, Fiscal Officer

Timeka Rashid, Secretary