

SHAKER HEIGHTS PUBLIC LIBRARY  
Board of Trustees  
Regular Meeting  
April 15, 2024

Attendance

Members Present: Dr. Barnard, Mr. Cicarella, Dr. Rogen, Ms. Tendulkar,  
Mr. Yépez

Members Absent: Ms. Cole-Kelly, Ms. Kaus

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

Mr. Cicarella called the regular meeting of the Shaker Heights Public Library Board of Trustees to order at 6:37 p.m. at the Main Library.

Roll Call: Dr. Barnard, Mr. Cicarella, Dr. Rogen, Ms. Tendulkar, Mr. Yépez

Nays: None. Motion carried.

The livestream was not available due to Zoom’s technical issues.

President’s Report

A. Mr. Cicarella Introduced Mr. Yépez and noted that he swore in Mr. Yépez prior to the meeting.

Presentation: Lynne Miller, Bertram Woods Branch

Ms. Miller presented information about the newly renovated Bertram Woods Branch.

Consent Agenda

- Approval of Minutes - March 18, 2024 Regular Meeting as revised
- Financial Statements – March 31, 2024
- Gifts to be accepted and appropriated to the designated funds

General Fund (101-6510)	
Betsy Carlin	\$250
In memory of Judith Zanelli	
Jacobson Multimedia, LLC	\$25

2024-16 Dr. Rogen moved, and Ms. Tendulkar seconded the motion to accept the consent agenda items as submitted.

Roll Call: Ayes: Dr. Barnard, Mr. Cicarella, Dr. Rogen, Ms. Tendulkar, Mr. Yépez

Nays: None. Motion carried.

Director's Report

A. Director's Report

Ms. Switzer shared her written report.

B. Policies First Review: Community Posting, Disposal of Surplus Materials and Equipment, Meeting Rooms, Service Area and Governance, Procurement Cards

Ms. Brodar presented revisions to the Community Posting, Disposal of Surplus Materials and Equipment, Meeting Rooms, Service Area and Governance policies for approval.

2024-17 Dr. Rogen moved, and Ms. Tendulkar seconded the motion to approve the Community Posting, Disposal of Surplus Materials and Equipment, Meeting Rooms, Service Area and Governance policies as submitted.

Roll Call: Ayes: Dr. Barnard, Mr. Cicarella, Dr. Rogen, Ms. Tendulkar, Mr. Yépez

Nays: None. Motion carried.

Ms. Ritchey presented the new Procurement Card policy for approval.

2024-18 Ms. Tendulkar moved, and Dr. Barnard seconded the motion to approve the Procurement Card Policy as submitted.

Roll Call: Ayes: Dr. Barnard, Mr. Cicarella, Dr. Rogen, Ms. Tendulkar, Mr. Yépez

Nays: None. Motion carried.

C. Strategic Plan Quarterly Report

Ms. Switzer presented the 2024 first quarter Strategic Plan update.

D. Solar Panel Grant Proposal for Bertram Woods Branch

Ms. Miller presented information about an opportunity to apply for a grant to pay for installation of solar panels at the Bertram Woods Branch. After extensive discussion of the issue, the Board decided not to apply for the grant this year. They indicated support for applying for a solar panel grant and asked staff to spend this year gathering more detailed data on the possible impact on costs of installing solar panels. Mr. Cicarella asked staff to bring the additional data to Finance Committee for review and discussion before recommending next steps.

New Business

A. Personnel Action

Hired:

Lisa Kreeger-Norman, Circulation Services Assistant, half-time, level 14,  
effective 3/11/2024

Amanda Tedrick, Circulation Services Assistant, half-time, level 14,  
effective 3/11/2024

B. Other New Business

None.

Adjournment

Since there was no further business to discuss, Dr. Rogen moved, and Dr. Barnard seconded the motion to adjourn the regular board meeting at 7:59 p.m. and trustees unanimously agreed. The next regular meeting of the Shaker Heights Public Library Board of Trustees is scheduled for Monday, May 20, 2024 at 6:30 p.m.

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Thomas Cicarella, President

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Susan Ritchey, Fiscal Officer

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Bruce Rogen, Secretary