

SHAKER HEIGHTS PUBLIC LIBRARY
Board of Trustees
Regular Meeting
August 21, 2023

Attendance

Members Present: Dr. Barnard, Ms. Katz, Ms. Kaus, Dr. Rashid, Dr. Rogen,
Ms. Tendulkar

Members Absent: Mr. Cicarella

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

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

Roll Call: Dr. Barnard, Ms. Katz, Ms. Kaus, Dr. Rashid, Dr. Rogen,
Ms. Tendulkar

Executive Session

2023-23 Dr. Rashid moved, and Ms. Kaus 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, Ms. Katz, Ms. Kaus, Dr. Rashid, Dr. Rogen,
Ms. Tendulkar

Nays: None. Motion carried.

Trustees entered executive session at 6:32 p.m.

Trustees returned to regular session at 7:08 p.m.

Bertram Woods Update

Mr. Riachi presented an update on the Bertram Woods renovation. The work is on schedule and within budget.

Diversity Equity an Inclusion Committee Report

Dr. Rashid summarized the progress of the committee regarding the Code of Conduct philosophy, order, and rollout. The language was updated to use positive and inclusive language. Ms. Brodar presented the updated Code of Conduct Policy.

2023-24 Dr. Rogen moved, and Ms. Tendulkar seconded the motion to accept the revised Code of Conduct Policy as submitted.

Roll Call: Ayes: Dr. Barnard, Ms. Katz, Ms. Kaus, Dr. Rashid, Dr. Rogen, Ms. Tendulkar

Nays: None. Motion carried.

Consent Agenda

- Approval of Minutes – July 17, 2023 Regular Meeting
- Financial Statements – July 31, 2023
- Gifts to be accepted and appropriated to the designated funds

General Fund (101-6510)
Jacobson Multimedia, LLC \$25

Marilyn Kammer Memorial Fund (209-6510)
Randy Kammer
In memory of Gus Kopelousos \$25
In memory of Marjorie Rothstein \$25

2023-25 Ms. Tendulkar moved, and Ms. Kaus seconded the motion to accept the consent agenda items as submitted.

Roll Call: Ayes: Dr. Barnard, Ms. Katz, Ms. Kaus, Dr. Rashid, Dr. Rogen, Ms. Tendulkar

Nays: None. Motion carried.

Fiscal Officer's Report:

A. Second Quarter Cleveland Foundation Statement

Ms. Ritchey reviewed the Cleveland Foundation Endowment Fund second quarter report.

B. Year-End Projections

Ms. Ritchey reviewed the year-end projections report.

Director's Report

A. Director's Report

Ms. Switzer shared the Director's written report. She noted that the atrium will be used for the first public event on August 26, featuring author Laura Meckler.

B. Pay Range Revision

Ms. Switzer shared the proposed revision to the Pay Ranges.

2023-26 Dr. Rogen moved, and Ms. Tendulkar seconded the motion to approve adding the Technology Associate to Level 20 and changing the Administrative Services Associate, Level 18, to

Administrative Coordinator, Level 20 to the pay ranges effective September 10, 2023 pending the final job description being complete.

Roll Call: Ayes: Dr. Barnard, Ms. Katz, Ms. Kaus, Dr. Rashid, Dr. Rogen, Ms. Tendulkar

Nays: None. Motion carried.

C. Second Quarter Usage Report

Mr. Grabski presented the quarterly usage report.

New Business

A. Personnel Action

Hired:

Renee Krakomberger, Library Aide, part-time, level 12, effective 7/31/2023

Arieal Organ, Circulation Services Assistant, half-time, level 14, effective 7/19/2023

Anne Tomazin, Library Aide, part-time, level 12, effective 7/31/2023

Promoted:

Jaz' min Pierce, Library Aide, part-time, level 12 to Circulation Services Assistant, half-time, level 14, effective 7/18/2023

Change in Time Status:

Gretchen Witt, Adult Services Associate, half-time, level 18 to Adult Services Associate full-time, level 18, effective 6/18/2023

End of Employment:

Kim Cullers, Human Resources Officer, half-time, level 26, effective July 28, 2023

Marisa Germano, Library Resource Security Officer, full-time, level 14, effective 7/18/2023

Bernard Jordan, Maintenance Specialist, full-time, level 16, effective 7/17/2023

B. Other New Business

None.

Adjournment

Since there was no further business to discuss, Dr. Barnard moved, and Dr. Rashid seconded the motion to adjourn the regular board meeting at 7:43 p.m. and trustees unanimously agreed. The next regular meeting of the Shaker Heights Public Library Board of Trustees is scheduled for Monday, September 18, 2023 at 6:30 p.m.

Thomas Cicarella, President

Susan Ritchey, Fiscal Officer

Timeka Rashid, Secretary