

Columbiana Public Library Board of Trustees Meeting Minutes February 15, 2023

ROLL CALL AND APPROVAL OF AGENDA

President Nappi called the meeting to order at 7:01 pm. Present were Trustees Hum, Zitto, Barto, Vrabel, and Jones. Absent was Trustee Sell. Also present were Director Bennett, Assistant Fiscal Officer Harold and Custodian Powell.

MINUTES READ & APPROVED

The minutes of the January 18th 2023 regular board meeting were approved as delivered.

PUBLIC INPUT - None

OLD BUSINESS – Trustee Zitto met with Columbiana School Superintendent Don Mook about using the land across the street from Joshua Dixon school, which we own, for school use as a parking lot. Mr. Mook was interested in the idea and more discussion will take place.

FUTURE PLANNING UPDATE

The quotes and marked maps from Columbia Gas are included in your packet of the minimum cost design and second option for the pipeline relocation. Custodian Powell reviewed the options that Columbia Gas presented to move the gas line running through the newly acquired property to make way for future expansion. The Board decided our next step will be to hire an architect.

PHYSICAL PLANT

Mark called around for backup services for snow removal in case he was unable to do it. See the quote from B & S Lawncare in your packet.

Spring cleaning is half way completed. Windows and mulching is on the top of the list to be completed.

Communale completed annual fire alarm testing on January 26.

The air compressor was fixed on February 1; the air pressure switch went bad.

Mark primed the back of the ceiling tiles that will be used for upcoming children/teen programming.

Mark assembled the new white board.

Mark exited at 7:37 pm.

TREASURER'S REPORT

Resolved by Zitto, second by Barto to move \$2,500.00 from general administrative supplies 1000-100-451 to other professional services 1000-100-379.

Voting: Yes: Zitto, Barto, Jones, Vrabel, Hum, and Nappi.

Resolved by Jones, second by Vrabel to move \$500.00 from land improvements 1000-100-720 to other- other 1000-100-590. A tax bill for the new property was received this year. Voting: Yes: Jones, Vrabel, Hum, Zitto, Barto, and Nappi.

Fiscal Assistant Harold noted that there is a form we need to fill out and send to the state or county to get the property we purchased tax exempt. If the property is being used for governmental purposes we can then be exempt from paying property taxes.

Mike also reported that the fiscal year 2022 is complete and the annual financial report has been sent to the State Auditor.

FINANCIAL REPORT

Resolved by Barto, second by Vrabel to accept the financial report and file for audit.

Voting: Yes: Barto, Vrabel, Hum, Zitto, Jones, and Nappi.

DIRECTOR'S REPORT

Comparative stats for library circulation and holdings were included in the packet.

A copy of the letter from Prosecuting Attorney Vito Abruzzino about open meetings requirements is included in your packet for review.

It was discussed if the approved minutes from The Board meetings were being posted on our website. Director Bennett said that they were not but suggested that we should start posting them on the Library's website.

Motion was made by Hum, second by Zitto to post the approved minutes from the Board of Trustees meeting on the Library's website. Voting: Yes: Hum, Zitto, Barto, Jones, Vrabel, and Nappi.

ITEMS OF INTEREST

New items: Stay sharp kits for seniors, white board for presentations

Outreach: Whispering Pines and Harmony Village – providing new monthly programs and technology assistance at their facilities, children's department completed share some valentine love.

Programs: author talks, art/drawing classes, 3D printing, ceiling tile masterpieces, history book club, blind date with a book

Debra Hines from the Columbiana Historical Society started digitizing microfilm/newspapers/ historical papers and other items that the library has. They received a grant of \$9,000.00. The digitizing is being done by Advantage Company.

LIBRARIES ACCELERATING LEARNING GRANT

The openings for the tutoring positions have been posted and have started to receive applicant submissions. Homework help and tutoring is slated to start in March with additional services starting in the summer. Director Bennett has started interviewing the applicants.

DONATIONS

General Fund:

- \$10.00 in memory of Sandy Hill by Brad, Teresa, Eli, David & Samuel Masters
- \$15.00 in memory of Joanne Berryman by Brad, Teresa, Eli, David & Samuel Masters
- \$50.00 in memory of Mary Lou Drotleff by Arthur Stevens

Resolved by Vrabel, second by Jones to accept General Fund donations.
Voting: Yes: Vrabel, Jones, Zitto, Barto, Hum, and Nappi.

Special Projects:

- \$ 25.00 in memory of Mary Lou Drotleff by Mary Louise Dicken
- \$160.20 received from Rather Bee Quilting
- \$250.00 received from Sheetz for the Summer Reading Program

Resolved by Barto, second by Vrabel to accept Special Projects donations.
Voting: Yes: Barto, Vrabel, Hum, Zitto, Jones, and Nappi.

TRUSTEE COMMENTS – President Nappi reported that she has turned in the last tax return for the William J. Knotts estate. The Library should be receiving the interest money from the estate soon.

EXECUTIVE SESSION - None

ADJOURNMENT - Motion to adjourn by Hum, second by Zitto. Voting: Yes: All.

The next regular board meeting is scheduled for Wednesday March 15, 2023 at 7:00 pm in the Mowen Room.

Laura Nappi
President

Michael Harold
Secretary

Approved the ____th day of March 2023.