

The Solon Public Library Board

Meeting Minutes

May 22, 2023

Call to Order

The regular meeting of the Solon Public Library Board was called to order by *Lawrence* at 6:29 p.m.

Present

Sandy Lawrence, Bill Christensen, Steve Fisher, Janet Salathiel, Char Cosgrove, Cole Gabriel (City Council Liaison), Liz King (Library Director)

Absent

Jennifer Fetzer, March Sutton

Approval of Agenda

The agenda was unanimously approved as distributed. (Char/Bill)

Approval of Minutes

The minutes of the previous meeting were unanimously approved. (Steve, Janet)

Citizen's Speak and Correspondence

Liz introduced Lily, a newer member of the Library staff, to the board. Lily was hired in December as a Youth Service Librarian. Lily began work by immediately using their skills as a grant writer to obtain for the Library a \$10,000 grant offered through the ALA. The criteria for the grant was Accessibility in Public Space. The Solon Library's focus for the grant was on Seniors in our community. The funds will be distributed in July of the next fiscal year. Items wanted include: Sturdier chairs for the meeting room; an Extra Zoom license to host meetings with the capability to become a virtual event with close caption ability; ergonomic mouse & keyboard; Ebooks & Large Print books; Play Table for older adults who accompany small children. Lily also provided information about the 2023 Summer Reading Program.

Committee Reports

- **Building:** Liz reported an update on the radon testing for the Library. The test will begin on Friday, May 26th and will be picked up on Tuesday, May 29th. Liz also reported on receiving the first of possibly four estimates for painting the meeting room and attached kitchenette. This project would be scheduled for August. This would be between the end of Summer Reading and the start of the new school year.
- **Finance:** None. Maturing CD is discussed in Old Business
- **Johnson County Liaison:** None
- **City of Solon Liaison:** Cole reported that City Council was able to conclude all Old Business
- **Board of Trustees Continuing Education:** None

Library Director's Report.

A written report is included in the Board packet. Liz wanted to highlight a summary page which showed an impressive 433 projects with 10,386 participants.

Approval of Bills

The bills were unanimously approved as listed (Char/Bill)

Review of Foundation Report

The Foundation budget was reviewed.

Old Business:

- **Discussion and action on CD maturing on 5/30/23**

The CD maturing was for the amount of \$111,391.41. It was decided to move \$101,000 to Green State Credit Union for 17 Months at 5.15%. The remainder of the matured CD would stay at Solon State Bank for 15 Months at 4.04%. (Bill/Steve)

New Business

- **Staff and Board email transition from State sponsored Silo at mail system**

Due to dissatisfaction with the Silo mail systems the staff email will be switched to gmail. There will be a general Library Board email on the Library website. This general email for the Library Board will be monitored by designated members.

- **Board continuing Education Suggestions:** Items were listed for Board consideration.

Next Month's Agenda

No items were listed.

Closed Session Director Evaluation

For the purpose of discussion of evaluation results a closed session was enacted at 7:15 p.m.(Steve/Char)

Closed Session Ended

Discussion was moved from a closed session at 7:25 p.m. (Bill/Janet)

Director Evaluation

By unanimous decision the board was in favor of giving the Director a 6% COLA increase with the additional merit increase of 2%. (Janet/Bill)

Adjournment

The meeting was adjourned at 7:28 p.m.

Next Meeting

Regular Meeting: Monday, June 27, 2023

Submitted by

Char Cosgrove