

# The Solon Public Library Board

## Meeting Minutes

June 26, 2023

### Call to Order

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

### Present

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

### Absent

None

### Approval of Agenda

The agenda was unanimously approved as distributed.

### Approval of Minutes

The minutes of the previous meeting were unanimously approved as corrected.  
( Switched placement of **Closed Session Ended** and **Director Evaluation** entries)  
Sandy/Janet

### Citizen's Speak and Correspondence

No citizen's speak. Correspondence was included in the board packet.

### Committee Reports

- **Building**
  - **Paint:** Liz presented two estimates for painting the meeting room and dinette. Henry's Painting 2921.88 and Lynch Brothers 2250.00. It was suggested to contact Lynch to see if they could nail down a date.
  - **Radon:** inspection was concluded. It was decided that the situation could be mitigated with 3-4 Remediation Residential systems at approximately 1000.00 per system. Since the city owns the building this information goes to the City's Building Committee before coming back to the Library for action.  
**Parking Lot:** Parking lot was surveyed which starts the process of finding options for the Handicap parking issue.  
**Light Maintenance:** Ballast was replaced on an overhead light in meeting room
  
- **Finance:** None
  
- **Johnson County Liaison:** None
  
- **City of Solon Liaison:** The recent need for a cleaning person was discussed. The Library is hit harder for custodial needs due to the heavy public usage of the building. Cole will act as our advocate and discuss the Library's concerns with the City Council
  
- **Board of Trustees Continuing Education**

Crisis Response Conversation - Janet  
Boardroom Series - Parliamentary Procedures. - Jen

### **Library Director's Report.**

A written report is included in the Board packet. One item that Liz wished to highlight was 472 programs with 11,374 participants.

### **Approval of Bills**

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

### **Review of Foundation Report**

The Foundation budget was reviewed.

### **Old Business**

#### *CD Transfers*

Matured CD was divided between Green State and Solon State Bank.

<i>Green State</i>	101,000.00	rate 4.85	15months
<i>Solon State Bank</i>	12, 103.41	rate 4.04	15months

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

Now that we no longer use the Silo system, Liz is the designated person to receive any emails sent to the Board email account to be included as correspondence at subsequent Board Meetings.

### **New Business**

#### *FY24 Budget*

Liz shared her concerns after conducting staff evaluations of the possible loss of part time employees due to lack of incentives. The data reflected in a FY24 Salary Worksheet shows a comparison of regional libraries with Solon. Solon salaries are significantly less. The goals for the Library and its expanding use in the community is tied to staff skills and availability.

*Director Goals for FY24 (Janet/Jen)*

*Board Continuing Education Suggestions.*

Items were listed for Board consideration

### **Next Month's Agenda**

No items were listed

### **Adjournment**

The meeting was adjourned at 7:27p.m. (Sandy/Steve)

### **Next Meeting**

Regular Meeting: Monday, July, 31, 2023

### **Submitted by**

Char Cosgrove