

The Solon Public Library Board

Meeting Minutes January 29, 2024

Call to Order

The regular meeting of the Solon Public Library Board was called to order by Sandy Lawrence at 6:30 p.m.

Present

Sandy Lawrence, Jen Fetzer, Steve Fisher, Janet Salathiel, Char Cosgrove, Matthew Hanes, Cole Gabriel (City Liaison), Liz King (Library Director)

Absent

Bill Christensen

Approval of Agenda

The agenda was unanimously approved as revised. (Char/Janet)

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed. (Steve/Jen)

Citizen's Speak and Correspondence

Citizen speak: None

Correspondence: A letter was received from Daniel Tearse. Daniel sent an update and thanks for supporting this year's National Honors Society's project 'Winter Gear for Kids'

Library Space Utilization Grant: The Library Space Assessment Coordinator, Shanna Stewart spoke to the board about her gathering of information. She had spent the day touring the building and making measurements and gathering information. After speaking with the staff, the director and the board she will then write a report which will be presented at a later date.

Statement of Inclusion: Madison presented a revised statement for the board to consider. After some discussion of paragraph placement it was voted on favorably. (Jen/Matthew)

Elections: The slate of officers: President - Sandy Lawrence and Secretary - Char Cosgrove. The Vice President position is put on hold. The slate of officers was approved unanimously as presented. (Janet/Steve)

Committee Reports

- **Building:**

- Radon update:* The remediation is successful. The levels are now below EPA Action Levels. It is recommended to test every two years.

- Parking Lot update:* There was nothing new reported.

- **Finance:** The CD that matured on January 2, 2024 was renewed at Greenstate. The \$157,000 CD was renewed for 12 months at 5.35%. The next CD to mature is 4/14/24 at Solon State Bank for \$110,000. A decision will be made in March.

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- **Johnson County Liaison:** Steve Fisher has taken this position.
- **City of Solon Liaison:** Cole reported that it is budget season and things are progressing.
- **Board of Trustees Continuing Education:** Sandy reported on the ILOC seminar. Char watched a video Check it Out/January 2024 it was concerning recommendations for new children to young adult books.

Library Director's Report

A written report is included in the Board packet.

Approval of Bills

The December 2023 bills were unanimously approved for payment as presented. (Char/Jen).
The January 2024 bills were unanimously approved for payment as presented. (Steve/Janet)

Review of Foundation Report

The Foundation Report was reviewed.

Old Business

- **FY25 Budget:** Budget discussions are progressing.
- **Statement of Inclusion:** Reported earlier in meeting.

New Business

- **CD to Mature 1/2/24** This was discussed during the Finance Report
- **Board of Trustees Continuing Education:** Items were listed for Board Consideration

Next Month's Agenda

- CD Maturing

Adjournment

The meeting was adjourned at 7:30 p.m. (Janet/Matthew)

Next Meeting

Regular Meeting: Monday, February 26, 2024 at 6:30 p.m.

Submitted by

Char Cosgrove