

Rock Creek Public Library Board of Directors

May 24, 2022

The meeting of the Rock Creek Public Library Board of Trustees was called to order by President Pat French. Roll Call was taken with the following members present: Barbara Hale, Vicki Ritter, Ken Brown, Eric Carrel. Also present was Director Ed Worso Fiscal Officer Joanne Clapp. Via phone: Beverly Martin at 5:40 PM. Guest Present: Sally Fell until 6:30 PM

Pat French open the Public Hearing for the Alternative Tax Budget for Year 2023 at 5:30 PM. There was no public comment.

22-64 A motion was made by Eric Carrel, seconded by Barbara Hale to approve the Alternative Tax Budget for Year 2023. The motion passed with all in favor.

22-65 A motion was made by Eric Carrel, seconded by Ken Brown to close the public hearing and enter regularly scheduled Board meeting. The motion passed with all in favor.

22-66 A motion was made by Eric Carrel, seconded by Vicki Ritter, to approve the minutes of the April 26, 2022 regular meeting and the May 21, 2022 special meeting. The motion passed with all in favor.

22-67 A motion was made by Eric Carrel, seconded by Ken Brown, to approve the Treasurer's Reports for April 2022 as presented. The motion passed with all in favor.

Fiscal Officer Report:  
Nothing to report.

Director's Report:  
Discussed with the Board that he is working on the new website and it should be ready in June, hiring staff, replacing public restroom door handles, need a ladder to install flagpole light, and working weeding of books. He completed going to the Federal/State Building in Akron and picked up 8 commercial grade chairs for free, installing patron counter from SenSource and seek proposals for building design and reorganization. A book sale will be held May 31 through June 4 for children books, adult books and audio visual will be sold at a later date. He will resume ordering replacement books after the weeding is completed.

Informed the Board that Northeast Ohio Natural Gas has installed the new gas line for free, however we must have a natural gas appliance hope within month of the install otherwise we began to be charged a monthly free.

The Board discussed and review the HVAC and hot water tank quotes received from J&S Heating & Cooling; Ryan Heating & Cooling, Inc; Ziegler Heating Company; Shoreside Plumbing and E.Dake Ltd.

22-68 A motion was made by Eric Carrel, seconded by Barbara Hale to approve and authorize the Library Director to hire J&S Heating & Cooling to install the gas line up to \$3,000.00 and J&S Heating & Cooling for the Air Conditioning and Furnace for \$12,500.00 for a total of \$15,500.00 if J&S Heating & Cooling will not install the air conditioning and furnace for \$12,500.00 or less; then the Library Director is to contact Ziegler Heating Company. The motion passed with all in favor.

22-69 A motion was made by Ken Brown, seconded by Eric Carrel to approve the Library being closed on May 28<sup>th</sup> because of lack of staffing. The motion passed with all in favor.

The Library Director discussed with Board how he researched the historical artifacts in Rock Creek Library and suggested how they could be better enjoyed at the Historical Society. Board members indicated they would come and review these items prior to them being donated.

The Board review and discussed the new Personnel Policy Manual.

22-70 A motion was made by Eric Carrel, seconded by Barbara Hale to approve the new Personnel Policy Manual effective June 5, 2022. The motion passed with all in favor

Board Member Vicki Ritter requested a survey be completed and that she is willing to sit at a table at the June 11 car show and hand out the survey.

Board Member Vicki Ritter inquired about having landscaping completed around the library. It was decided that we contact Fleming Landscape and True Care Landscape for price.

Fiscal Officer Clapp suggested creating a “Parking Lot” form (this form could have a different name if they would like) which is a list of items the Board discuss that needs work completed and who is responsible for completing that item, once the item is completed it can be removed. Board member were in favor of the suggestion.

Public Comments (limited to 3 minutes) None.

22-71 A motion was by Eric Carrel, seconded by Beverly Martian to adjourn the meeting at 7:34 PM. The motion passed with all in favor.

The meeting was adjourned with the next scheduled meeting of the Rock Creek Public Library to be held on Tuesday, June 28, 2022 at 5:30 PM.

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President

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Fiscal Officer

*These Board minutes are not considered official minutes until approved by Library Board.*