

Rock Creek Public Library Board of Directors

September 27, 2022

The meeting of the Rock Creek Public Library Board of Trustees was called to order by President Eric Carrel at 5:30PM. Roll Call was taken with the following members present: Vicky Ritter, Ken Brown, Kathy Perry, and Eric Carrel. Also present was Director Ed Worso Fiscal Officer Joanne Clapp. Guest Present: Cliff Hiltz, Beverly Martin and Sally Fell

22-98 A motion was made by Vicky Ritter, seconded by Kathy Perry, to approve the minutes of the August 23, 2022 regular meeting. The motion passed with all members in favor.

22-99 A motion was made by Ken Brown, seconded by Kathy Perry, to approve the Treasurer's Reports for August 2022 as presented. The motion passed with all members in favor.

Fiscal Officer Report:

First, I'm going to start off with stating Eric I'm disappointed with you in reference to the County Budget Commission conference call. At the time I did not have to let the Library Board members know about the upcoming meeting the County Budget Commission requested I did it because I wanted to keep the Library Board informed and per your request I included the Library Director on the call. I was the person who should have actually been talking the County Budget Commission.

Next- I'm requesting to the please wait to respond until I'm through. These questions are more for Ed. Why do you want to do my job? Why do you want me gone from here? I have filed a formal complaint to this Library Board about you bullying, intimidating, creating a hostile workplace, defalcation of my character and the reason was after I starting receiving phone calls from people outside of this Library Board, that you are out in the public speaking badly about me and wanting me gone from here. For a person being in a supervisory position you should not be spreading lies or speaking badly about employees to the public. In reference to giving me a raise I've reached out the County Prosecutor and I have an email stating that the Board can give any employee a raise at any time, because is comment was raised that my raise is set at the beginning of the year. In reference to the Credit Card situation – I faxed a closed document to the credit card company back on April 29th; in reference to your statement there was fraud I found there wasn't any fraud – I want on amazon and found where the credit card wasn't deleted, so who made purchase on July 30th- which matches charge? Also, when you scan me the invoice with your concern about the fraud I told you I would handle; however, you proceeded to handle. In reference to the health insurance you never sent me email or signed paperwork from you or Alisha informing me that were taking the insurance. Yes, the Library Board approved at the July meeting offering and I signed the paperwork saying they approved it. Still to this day I do not have anything signed by you or Alisha approving the amount to be withheld from your paycheck. You both have to tell me the

amount and signed it. As I've told you in an email if I don't have the paperwork returned I could become responsible for having to repaid either or both of you because you could say you didn't authorize it. Next you refuse to scan/email the bills as they come in. I verified this with the Board either at last month's meeting or July's and they were OK with when I came here. You have no problem scanning/emailing like the Ziegler Heating invoice, your travel reimbursement expense request, Cleveland Public Library invoice. In reference this Library Board Agenda, I sent an email on Saturday inquiring as to when it was going to be emailed and you responded back the I open the agenda 3 days ago there wasn't anything attached to the agenda other than asking is anything needed to add and I responded back to Eric request. Included in that same email you reference about the Resolution- Here is a copy of the resolution I receive every year that is from Fairport Harbor Public Library from the County Commissioners per the State Auditor Calendar "Tax Budget Guidelines Dec. 31 fiscal year-end certify levy to County Auditor (ORC 5705.34) which is due back to the County Auditor by October 1st. Next you are question if I'm bond- I'm required to bond for all the entities that I work for. The Library is more than welcome to pay for an additional bond which would cost you about \$100 per year. In reference to your vacation hours. The Library Board hired you on March 5th approving 160 hours for this current year and that was what I was following. The Library Board is allowed to have different standards for salary employees. As per Eric instructions I made the change on this paycheck which is as follows: You have 1 week where you earned 3.075 hours and 13 weeks at 6.15 hours which totaled earned from March 5th until Sept 10th is 83.025 hours. You used at total of 96 vacation hours -32 hours May; 8 hours July; and 56 hours Aug. so as of Sept. 10th you have used more vacation hours then what you have earned. I'm tired of hearing you make the comment that I don't know what I'm doing I've only been doing Library Financials for a year and half. I understand government accounting (fund accounting) also I have read the OLC handbooks and when I have a question about something I'm not sure about in reference to Library finances I reach out other Fiscal Officer that work in other Libraries and ask for their assistance.

Director's Report:

Director updated the Library Board that the HVAC installation is completed; VOIP installation complete however because of no more POTS lines, the security system is no longer connected and not being monitored. The Board needs to consider if they want to hold off on this service which is about \$350 per year but will cost for the technicians to perform a service call and upgrade to VOIP connection; weeding project is complete; book sale is complete; post weeding inventory is complete; new library cards delivered and in use; reset mailbox.

22-100 A motion was made by Ken Brown, seconded by Kathy Perry, to approve the Library will remain open for Columbus Day, October 10th. The motion passed with all members in favor.

Director presented the Library Board for discussion to create ad hoc facilities committee for facility updates and renovations: window and door replacement, interior renovation

and exterior repairs. Eric Carrell inquired from the Board members which members are willing to service on this committee.

Director had discussion the Library Board on replacing the old carpet under the shelves at an estimate cost of \$2,650. The Library Board recommended waiting and allow the facilities committee to review.

The Library Board review and discussed their Bylaws. The latest version was approved in June of 2021. Eric Carrel suggested that they review them annually.

The Fiscal Officer informed and explained the County Auditor Budget Commission Meeting the discussion was the County Budget Commission was going to take away next year's property tax levy revenue due the result of have a large General Fund carry over balance over the past few years. It was explained to the County Auditor the Library is planning on using the funds in the future for capital improvements to the library, cement the driveway and employee salaries. The County Auditor will be allowing us to collect our property tax levy revenue next year. Library Director provide the Library Board with history that back in Yr. 1937 the Library only received \$150.00 per year.

The Library Board discuss the new appointment and reappointment of Trustees. It was stated that in past history when there is vacancy on the Library Board that the current Trustees would interview the applications and submit their recommendations to the Jefferson School Board for their approval or disapproval. Jefferson School Board is responsible for appointing and approving the members of the Library Board of Trustees.

Public Comments (limited to 3 minutes)

Sally Fell reminded everyone that she requested to notices of meeting notices and that it has not be occurring.

22-101 A motion was made by Kathy Perry, seconded by Vicky Ritter to adjourn the meeting at 6:46 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, October 25, 2022 at 5:30 PM.

President

Fiscal Officer

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