

**MINUTES**  
**FAIRPORT HARBOR PUBLIC LIBRARY**  
**BOARD MEETING**  
**May 17, 2022**

An open hearing was begun at 5:30 to introduce the 2023 budget for the Fairport Harbor Public Library. The hearing ended at 5:32.

The regular meeting of the Fairport Harbor Public Library Board of Trustees was called to order at 5:33 p.m. with Pam Lausin presiding.

**ROLL CALL OF BOARD:**

- Ms. Jan Baldree, Ms. Linda Coffman, Ms. Anna Coll, Mr. Jim Gutowski, Ms. Pam Lausin, Ms. Lee Negrelli, and Ms. Rebecca Steinback were present.

**STAFF PRESENT**

- Ms. Kara Cervelli, Director; Ms. Joanne Clapp, Chief Fiscal Officer

**ALSO PRESENT**

- Mr. Jim Balog and Ms. Melanie Zavrl, officers of Friends of the Library

**APPROVAL OF MINUTES:**

- A motion was made by Ms. Coffman and seconded by Ms. Negrelli to approve the minutes of the April 19, 2022, Board meeting. All members present voted yes. Motion passed.

**TREASURER'S REPORT:**

- A motion was made by Ms. Steinback and seconded by Ms. Baldree to approve the Financial Reports for April 2022. All members present voted yes. Motion passed.
- A motion was made by Ms. Coffman and seconded by Ms. Negrelli to approve Resolution 2022-03, the tax budget for Fairport Harbor Public Library for the year 2023. All members present voted yes. Motion passed.

**DIRECTOR'S REPORT:**

- The statistics are now compared using the year-to-date totals instead of year-to-year. A more meaningful comparison is produced. The library is not yet back to pre-pandemic numbers.
- The new state delivery system is working well.
- All Ohio library levies on the May 2022 primary passed.
- A local artist Catlin Wise has been asked to submit a proposal for a painting of the library that can be displayed in the new library once it is built.
- The tentative date for the 100 year celebration of the library is September 17, 2022.
- The summer art & craft fair will be held June 11
- A separate Library-School section is now a part of the Director's Report where issues and communications will be noted.
- Each staff member submitted a list of activities performed during the month.

**OPEN TO AUDIENCE**

- Several people were present, but no one asked to speak.

**FRIENDS OF THE LIBRARY**

- The Friends group folded all the quarterly newsletters for mailing.
- The book sale in June will be a big event

## **COMMITTEE REPORTS:**

### **Building and Grounds**

- A meeting of the Building/Grounds committee was scheduled for May 31<sup>st</sup> at 4:00 pm in the library meeting room.

### **Policies**

- No report

### **Evaluations**

- No report

### **Finance**

- The Finance committee met on May 10, 2022, to examine the 2022 budget. Our spending is on track so far this year.
- A motion was made by Ms. Steinback and seconded by Mr. Gutowski to change the copier contract to Applied Laser Technology from COMDOC. Approximately \$300/month will be saved. All members present voted yes. Motion passed.
- A motion was made by Ms. Coll and seconded by Ms. Coffman approve the 2<sup>nd</sup> levy resolution. All members present voted yes. Motion passed.

### **Long Term Planning**

- There have been 162 responses online to the survey. 200 is the goal and that should be reached by the deadline.

## **OLD BUSINESS**

- None

## **NEW BUSINESS:**

- The idea of a Board Retreat was discussed, and it was decided that we would pursue that option.

**ADJOURNMENT:** The meeting was adjourned at 6:34 p.m.

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Rebecca Steinback  
Secretary of Board

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Kara Cervelli  
Library Director