

East Cleveland Public Library
Regular Board of Library Trustees Meeting
November 18, 2019
14101 Euclid Ave. East Cleveland, Ohio 44112
Lower Auditorium 6:30 p.m.

Ms. Turner called the meeting to order at 6:33 p.m.

MP3 1284

I. CALL TO ORDER
A. ROLL CALL

Present: Ms. Turner, Mr. Rashid, Dr. Harris, Ms. McClarin, Mr. Mays, Mr. Silvera, Ms. Shaheed

A quorum exists. Present – 7

Also present at the table were: Mr. Carlos Latimer (Executive Director), Mr. Cockfield (Fiscal Officer), Ms. Chambliss (Deputy Fiscal Officer), Mr. E.F. Turner III (Exec. Admin. Assistant).

II. LIFT EVERY VOICE AND SING

Everyone is invited to sing.

III. APPROVAL OF THE AGENDA

Ms. Turner: Next is to approve the agenda.

Mr. Silvera: I'll move to approve the agenda as provided.

Mr. Rashid: I second it.

Ms. Turner: We have a motion to second, any other discussion?

Ms. Turner: I'm not trying to stop... I'm trying to get some information. I'm not trying to stop you from doing anything. I'm trying to get you to explain to me what the difference between the two things are and why we would do that today. Because you want to change the agenda. Anybody who wants to change the agenda has to explain to the rest of us why they want to do that.

Mr. Mays: I just articulated and I guess you weren't listening. I'll say it again. This was requested by the administration as you have the resolution here now.

Ms. Turner: So the staff asked-

Mr. Mays: You asked me a question, allow me to answer please. Anyway, there were some things I did not totally articulate with Mr. Latimer and... But anyway, I read the resolution to him. He's agreeing with it. It's the way a resolution should be written. And this resolution to is strong and meet all of the requirements of the law, what have you. So the only difference in this resolution that was not in the other one... Section one, section two and three. You have the resolution in front of you. And those are some of the things that was added. And I would say in the first whereas, the director has identified the computers and computer equipment and furniture is no longer usable by the library and asked permission to have a public sale.

Ms. Turner: It says that on this. It says exactly that on this.

Mr. Mays: It did not say exactly that on there.

Ms. Turner: It says, East Cleveland Public Library should publicly sell computers, computer equipment and furniture that are unfit for public use during the time date, and location listed below.

Mr. Mays: As I was saying before you interrupted me, then it goes on down further to say now therefore be it ordained by the board of East Cleveland Public Library, fourth, fifth concurrent, section one, I'll read it, the whole thing, that the director is hereby authorized to take such action as in his judgment or necessary to carry out the intent as objective of this resolution. Section two, it is found and determined that all former of actions of this board concerning and relating to the passage of this resolution were adopted in an open meeting of this board and that all such deliberation of this board and/or any of its committees that results in such former action were in meetings open to the public in compliance with all legal requirements. Section three, that this resolution is hereby declared to be an emergency providing it received the affirmative votes of a four, seven of the board members.

these we are going to consider. The one the staff wrote, which is in line with our policy, or the one that Mr. Mays wrote.

Mr. Rashid: I'm still trying to get... Madame Chairman?

Ms. Turner: You're trying to?

Mr. Rashid: No, I said Madame Chairman may I have the floor.

Ms. Turner: Oh, absolutely.

Mr. Rashid: I'm trying to figure out what, legally, that this will do that this one doesn't. And I couldn't vote on this anyway unless I saw it printed out in a form that I can totally read and digest. Yes, sir.

Mr. Latimer: Mr. Mays did bring... Oh, sorry. He did bring to my attention, which I didn't get a chance to research is that window of 30 days that we have to announce a public sale after it's a resolution approved by the board. However, putting in the language of emergency, it gives us the authority to move forward with the date that's in place. However, this was brought to my attention today. I wish not in criticism, we could have ironed this all out in Buildings and Grounds, but unfortunately we were not able. We wanted to introduce this resolution at Buildings and Grounds. We just didn't have one.

Mr. Rashid: This?

Mr. Latimer: Yes, that was going to be on the agenda.

Mr. Rashid: And I still don't understand what this does that this one doesn't.

Mr. Mays: He just identified... let me explain please.

Ms. McClarin: This is not a state of emergency.

Mr. Mays: Excuse me. Let me answer his question, please. I'll answer your question.

Mr. Silvera: When he would have this sale between now and...

Mr. Turner: The date of the sale is December 6th.

Mr. Mays: December 6th. If you're just doing a regular resolution-

this is what I would say. Is that we call a lawyer and ask. Are we obligated to this 30 days? We can approve the resolution with the understanding that it needs to be within the law. If it is not within the law, then it will not be on this date. It will be on the subsequent date. So what you have to do is change this.

- Mr. Rashid: Is this computer stuff taking up space that needs to be like... You need to park their car there or something?
- Mr. Latimer: It's not urgent.
- Mr. Rashid: That's what I'm trying to get to, so if it's not that urgent.
- Mr. Latimer: We can table it.
- Ms. Turner: Why don't we table it?
- Ms. McClarin: We can change the date.
- Mr. Rashid: Yeah, just change the date.
- Mr. Latimer: Just take it out of the agenda.
- Ms. Turner: Yeah, or we can do it for the first weekend in January even though... because that's more than 30 days and would still allow us to be in the window of moving energy forward. We need to make a change.
- Mr. Rashid: So we do have an asset sheet of all these different items that belong to the library and when things are no longer useful-
- Ms. McClarin: And how much they sell for.
- Mr. Rashid: And what they sell it for, all that stuff is tracked.
- Mr. Mays: That had been articulated in here. I-
- Mr. Rashid: Well that wouldn't be a policy so it wouldn't have to be stated in here. That would be how we do business. So why would we put all of that in here?
- Mr. Mays: That would be an attachment to the resolution stating what is being sold, how many chairs or desks or computers, et cetera, and the price of those would be attached to the resolution as well.
- Mr. Rashid: We don't have to do that, do we?

Mr. Rashid: But the fact that we will pass this on an emergency without having 30 day notice being given to the public would automatically-

Mr. Mays: You're not following what I'm saying.

Mr. Rashid: Yes I did. I understand what you're saying. You're saying in order to not have to adhere to the 30 day rule we can pass it as an emergency which will put it into effect immediately but what I'm saying is that by doing that-

Mr. Mays: By December 6th.

Mr. Rashid: We put our sales in jeopardy because if there is a rule or a law saying that we have to give 30 days' notice to the public in a-

Mr. Mays: No, it doesn't say that.

Mr. Rashid: There's nothing in it that requires-

Mr. Mays: No, it doesn't say... No.

Mr. Rashid: For us to give the public 30 days or do the publications or ads or whatever that is to the library-

Mr. Mays: If you're going to run an ad, what have you...

Mr. Cockfield: You have to publicly notify-

Mr. Rashid: That's what I'm saying. That's a public institution selling public property, so you've got to give some kind of notice to... by legal requirements. So it wouldn't really make any sense to pass this as an emergency when we could not use it. We would still have to do the 30 days notification or public advertising that we're going to sell this stuff. See what I'm saying?

Mr. Mays: If you're going to give the notice, yeah. Give the notice.

Ms. Turner: So can we, can we punt this... Can we change this date to the first Friday in January?

Mr. Mays: It was requested by- Excuse me, Excuse me. All you have to do is if you're not... Table the resolution, you can table the resolution and bring it back next time and that's... Excuse me. That's left up to, as you see on here, requested by the administration. So I'm not taking that away from him. He requested this; we just do our due diligence. So he has agreed, let's table it and we'll-

Ms. Turner: I did not take a vote by myself.

Mr. Mays: Excuse me, Madame Chairman.

Ms. Turner: I did not take a vote by myself.

Mr. Mays: Excuse me, please. I am going to do my job, which I was appointed to this library board. If you don't feel comfortable, or can't write resolution then just says that but I'm going to do my job, Madame Chairman, as long as I'm on this board.

Ms. McClarin: We did agree. We did agree that the committee will draft the resolution and give it to the administration and they will type it up. So we're not taking anything from you. That's what we agreed.

Ms. Turner: That they wouldn't just type it, that they would write it. We would say what our intentions are-

Ms. McClarin: That's what I'm saying. You will let them know.

Ms. Turner: And the staff will type it up. So you all have your committee meeting next month and you all work that out.

Mr. Mays: Well, we have an understanding.

Ms. Turner: So the agenda is to be admitted to remove resolution-

Ms. McClarin: To table.

Ms. Turner: To table 1105. Can I get a motion?

Mr. Mays: I move that we table resolution... I guess number five. I move to table the resolution zero five.

Ms. Turner: Is that the only amendment to the agenda as written?

Ms. McClarin: Yes.

Ms. Turner: Okay, so we have a motion.

Mr. Rashid: I'll second that.

Ms. Turner: We have a second. We have a motion and a second. Any more discussion?
Mr. Turner?

Mr. Mays: Okay, I didn't call any names. I asked, have you read the minutes? That's all I asked.

Ms. McClarin: You said... you didn't say it to the board?

Mr. Mays: No, I just said have you read the minute, that's all I said.

Ms. Turner: Do you have... what's your complaint, Mr. Mays?

Mr. Mays: I just asked a question.

Ms. McClarin: And I said yes I did, you want to see my notes? You can look at them.

Mr. Mays: No, I don't want to see your notes.

Ms. Turner: So we have a motion. We have a second. We have no more discussion.

Mr. Mays: I do, but-

Ms. Turner: Oh, you do have discussion? Other than.

Mr. Mays: The only question I have in reference to, and I see that we had had some discussion in reference to the furnace and I guess during Buildings and Grounds, I guess we can be brought up to snuff where we are now in reference to the furnace so I know it in here discussed and I just...

Ms. Turner: There is infinite opportunity for that. I know you didn't have Building and Grounds but in the director's report I'm sure there'll be some discussion of that because it's important to our function. So I'm sure, and you've been managing the process, so I'm sure that will come-

Mr. Mays: and so I chair Buildings and Grounds. I didn't have the opportunity, no need to single that out, Madame Chairman-

Ms. Turner: No, what I'm saying is you didn't have the chance to have Buildings and Grounds, but that information will still be discussed in spite of that. So can we take a vote now? Mr. Turner.

Discussion: None

Roll Call Vote: Ms. Turner (yes), Mr. Rashid (yes), Dr. Harris (yes), Ms. McClarin (yes), Mr. Mays (yes), Mr. Silvera (yes), Ms. Shaheed (yes),

Ms. McClarin moved and Mr. Rashid seconds adopting the minutes for 10/21/2019.

NOAH, from executive director Trevelle Harp. It's his appreciation and gratitude to the East Cleveland Public Library staff for support. Where we hosted the candidate's forum. He wanted to recognize Mr. Cockfield, Ms. Green, Mr. Slaughter, Ms. Manley, Mr. Pearson, for all our professionalism, and escorting the elderly to their cars and just the hospitality they received at the East Cleveland Public Library.

Mr. Latimer: The next communications is the communications going out from the Board of Trustees and the staff is thanking the rep. from the benefits of Greater Cleveland food bank. His name is Greg Pressler.

Mr. Turner: He is part of the library's family. He comes in, and signs community members up for benefits.

Mr. Latimer: He also was integral in the program that we did the books and bags, the community baby shower. He provided the giveaways and foods and working with some of the other partners, [he] brought them all together for this spectacular event that we had over 200 visitors. The next communication is to the Cleveland Foundation, to Leon Wilson from the Library Board and from the library staff. This is us being the recipient of the grant, \$22,000. For the grant period of 10/01/2019-09/30/2020. The next communications is from us, from the Board of Trustees and the staff to the friends of East Cleveland Public Library.

Mr. Latimer: This is for their donation for the purchase of Halloween candy, that they purchased for us for spectacular Halloween program. There was also another group, the 100 Black Men of Greater Cleveland. This is a letter from the board and staff to 100 Black Men of Greater Cleveland for their donation of Halloween candy and treats. If you look on the screen that's what the library transformed to, a big haunted house. It was a two day event for the small children and for the teens. I mean, us getting a safe space and knowing our issues in the community. Everybody came to the library for this big event, so

Mr. Rashid: That's great.

[Group applause].

Mr. Latimer: I was on vacation that day, because I missed that event, I'm going to be Santa Claus for the Christmas event.

[Group Laughter].

Ms. Turner: I can't wait for that!

- Mr. Latimer: No we purchase and they come to the circulation desk or the technology desk.
- Mr. Latimer: We clean them and we hand them to them. They plug them into the computers so they can listen to music, YouTube or whatever they are doing.
- Dr. Harris: Great.
- Mr. Latimer: Our social media, we added 51 new followers for a total of 1,335. Our Wi-Fi town sessions, 5,493. Those are every time someone gets called on our Wi-Fi, whether it's a cellular technology cell phone, a tablet or a laptop.
- Mr. Rashid: So do we have time for the count? That they actually are connected to ours?
- Mr. Latimer: It's not, what we do, we can pull that data as well, how long they stay on, but as long as they go in and out, that's not me.
- Mr. Rashid: Every time there's a hit.
- Mr. Latimer: Yes.
- Mr. Rashid: Okay.
- Mr. Latimer: They log in and I think inside and outside as well.
- Mr. Rashid: Okay. So that number could be a little bit misleading.
- Ms. McClarin: Not every hit, every time they log on.
- Ms. Turner: So you have to actually log on? You're thinking, you have accepted it, you know, with your individual machine. Can we ask the questions after he finished the report? We keep interrupting. I'm sorry.
- Mr. Latimer: Well, if you guys notice, if you walk through the building, you'll see a lot of children on their cell phones. A lot of times they don't have the service provider. They'd come over into the library and get onto our Wi-Fi. So that's a lot of how they use it. And our PC, personal computer usage and our children's department 718, computer lab 824, the Mac computers 73 and the reference room 779, and then teen's 439. But that concludes the director's report.
- Mr. Rashid: What qualifies a computer to be sold or to be placed into this, this sale that we are going to here? What happens? What has caused that computer to now be considered to be obsolete or no longer at the libraries and want to keep it anymore? What happened to it? They made it all into that cabin.

Ms. McClarin: It was right after we passed the policy, because somebody came in the next day. Yeah, because you guys did the training. The staff was trained in all this.

Mr. Mays: So the 45 notaries. Was that somewhat in keeping with the passport or...

Mr. Latimer: No, and you see these passport, notaries, something, we'd get patrons one or two a day. Some days we get a little more. And then this is the number we counted for the month.

Mr. Rashid: The jazz festival, that does not generate any revenue from that, for the library is that correct?

Mr. Latimer: Well, we use an external partner, funds from the Cleveland foundation support this concert series.

Ms. Turner: All right, great. Anyone else?

Mr. Silvera: I accept the director's report.

Ms. Shaheed: I second.

Ms. Turner: Okay. We've got a motion, we've got a second, anymore? Okay, Mr. Turner.

Discussion: None

Roll Call Vote: Ms. Turner (yes), Mr. Rashid (yes), Dr. Harris (yes), Ms. McClarin (yes), Mr. Mays (yes), Mr. Silvera (yes), Ms. Shaheed (yes),

Yes – 7

Motion passes.

Mr. Silvera moved and Ms. Shaheed seconds approval of the Director's report.

The Director's report is approved.

VIII. FISCAL OFFICER'S REPORT (R. COCKFIELD)

Ms. Turner: Next is the fiscal offices report.

would anticipate another \$240,000 for the balance of year. Our expenses for the, for the months of November/ December will exceed that revenue. So there'll probably be a net loss over those two months of about, let's say about \$80,000 maybe \$40,000 for each month and looking at the 2020 budget. We're anticipating a carry-over of about \$100,000 from 2019 to 2020. Mr. Latimer is, he operates very fiscally conservative. He's a very frugal in how he spends his money, so we do anticipate having about \$100,000 to carry forward.

Mr. Mays: Then the next question to you, sir, what have we paid on the furnace up until this point?

Mr. Cockfield: How much have we, I mean of the contract? About \$140,000.

Mr. Mays: And when was the last time we made a payment?

Mr. Cockfield: Last month. It's 75,000, we paid \$75,000.

Mr. Mays: Per month?

Mr. Cockfield: No, no, no, no, no, no. That was the last payment.

Mr. Rashid: So when is the next payment due?

Mr. Cockfield: We've not been invoiced.

Mr. Mays: Do you get in the past, have you got invoices?

Mr. Cockfield: Yeah, we, we've received two invoices. We've received two invoices for what would work and we have not received any more.

Mr. Cockfield: Is that because of the fact that they seem to be some procrastination going over here?

Mr. Cockfield: Well, I can't, I can't be specific like that. It is a, it's a contract based on percent completion. When they deem a certain portion of the contract to be done. Typically, contractors will invoice you in order to recover their costs. At this point we have not received any further invoices, which is not to say they're not doing any work, but we just haven't received any further invoices.

Mr. Mays: Have they done any of the work this month? I'll put it that way.

Mr. Cockfield: I can't tell you. I don't know. I'm not going to say they haven't.

- Mr. Rashid: But that actually shouldn't affect the heating distribution for the building because it was only as a backup or like an assistant to...
- Mr. Latimer: There's no disruption in how we are receiving heat because it's working properly is actually working very well. A little extra. However, in our conversation around the auditorium, these are some things that we need to discuss and buildings and grounds on what's happening in that location. I can't share information until we meet buildings and grounds. Do I have any information? I'd have to check with Mr. Cooper based on some information that I received today that that particular boiler that heats the auditorium, it's outside of the gardener project. I'm not prepared for answering questions around that, until I get more information.
- Ms. Turner: That's absolutely essential because we were all under the impression that the entire building would be covered.
- Mr. Latimer: Correct.
- Ms. Turner: So that wasn't, that was all of our understanding. So absolutely. When you know whatever it is you know, please update us and I'm sure you want to engage them because the auditorium is a huge piece of our public service. So we can't. So like that's completely not okay now I'm sure you will take care of it.
- Mr. Rashid: ...because even in the contract as I was, their estimate was provided on the same level of service that remains the of the what we had before. They were going to replace it...
- Ms. Turner: Yeah 'cause we had a heated auditorium.
- Mr. Rashid: We had heat in the auditorium so I don't understand where this is. Is this on the bullet hidden somewhere? And nobody ever knew it existed?
- Ms. Turner: There's a heating and cooling system I know that's in the...
- Mr. Latimer: Well we can have a discussion and we can, we can call it a special buildings and grounds and we can get to bottom of this information.
- Mr. Rashid: That's why I was requesting that and I should've been more specific about making sure because until this project is finished, we're all going to have questions cause I mean we're the ones, all of us are responsible for what ultimately happens and I don't understand how Gardner could have went through this entire system and not known that there's a little boiler somewhere and they didn't include it in the initial bid. Or, that Mr. Cooper did not inform them there's another boiler somewhere. If that in fact is the

Discussion: None

Roll Call Vote: Ms. Turner (yes), Mr. Rashid (yes), Dr. Harris (yes), Ms. McClarin (yes), Mr. Mays (yes), Mr. Silvera (yes), Ms. Shaheed (yes),

Yes – 7

Motion passes.

Mr. Silvera moved and Mr. Rashid seconds the approval of the and Fiscal Officer and Deputy Director's report.

The Fiscal Officer and Deputy Director's report are approved.

IX. NOMINATING COMMITTEE

Ms. Turner: Okay, we are back to the nominating committee. Okay, so last we had a, we had a motion and a second on the table related to... And we decided to consider the details of it more specifically? So I want to open the floor to see what people are thinking now that you've had a chance to read it and consider it.

Mr. Mays: I'll start it off since I've been on the nominating committee ever since I've been on this board, and I know there was some discussion back then, that it was not followed, the norms that I guess set up, I did not see that. I didn't have experience that, that what's-her-name? That left? Ms. Synor presided over the nominating committee and we followed the same procedure and it wasn't anything done any different.

Mr. Mays: And I know it had been alleged that there was some differences. And there has not been any differences and I guess if she had seen us she could attest to that and, and I'm not going to bring Mr. Rashid in cause I think that was his first time participating.

Two trustees with the greatest number of votes for each position will be placed on the ballot for officers election taking place in the January meeting, so back to the beginning what we talked about, that's the process for the Nominating Committee.

Ms. Turner: Officers are elected by the following procedures. At the January meeting, at the point in the agenda where the election of officers is to occur, two trustees with the greatest number of votes for each position as established in the Nominating Committee process will be identified, and the vote will be taken. The trustees who win a simple majority of the vote for each position will be recognized as the officers to be sworn in for that position directly after the election, roles as officers to be assumed immediately after the oath of office takes place.

Ms. McClarin: I just have one question.

Ms. Turner: Sure.

Ms. McClarin: In December you want the Nominating Committee to go through the forms and also, because the last one letter F says that they will present it to the Board in December. Does that mean we're going to give it to them in November or you want them earlier in December when they first meet? Because they usually would meet I think around 5:00 or 5:30...

Ms. Turner: Right before, historically they've met right before our December meeting. That's what happens. Nominating Committee gets together. They count everything out. They give the ballot out.

Ms. McClarin: So, I'm saying when do you want us to get slips?

Ms. Turner: The slips will happen in December, in the December meeting.

Ms. McClarin: Okay.

Ms. Turner: Or did I ...

Ms. McClarin: See, that's what I'm saying.

Ms. Turner: Or, no, it happens in the November meeting, and then you guys have between the end of the November ... That's the reason that we're talking about this now because there are some things that have to happen in the interim. We will take the poll. Those sheets go into an envelope, and then they'll be held on to by Mr. Turner in which case, until you guys can come up with whoever is on the Nominating Committee.

- Mr. Rashid: I got a question. There's only seven of us right? So how come that it's only three officers, president, vice-president and secretary. How come we just can't say ... Each of us get some squares of paper, vote for president. Just write it on the ballot and turn it in, and then the person with enough votes wins. Then, vice-president, everybody just signs the little paper and hand it in, and the one with the most votes wins. Then secretary. That would simplify it all. We ain't got to worry about nobody sealing envelopes, putting them nowhere.
- Ms. Turner: The other piece of the story, I would say, is that we don't necessarily have to have a nominating committee. We could absolutely do essentially what he is saying, but one of the things I do think is true is that we need to have some consensus because everybody could vote for seven different people.
- Mr. Rashid: See what I'm saying, we'll see where that didn't work, so
- Ms. Turner: This is why we do the Nominating Committee. Everybody gets to vote, then we tally it up and the two people with the most votes in any particular spot are the ones who get put on.
- Mr. Rashid: But, we would accomplish the same thing if we just did it that way.
- Mr. Mays: We're making it more complicated than...
- Ms. McClarin: ...In the December meeting.
- Ms. Turner: We could absolutely do ...
- Ms. McClarin: I mean the officers, you all sitting up there, you would still be the...
- Mr. Silvera: No, I mean we could hand it to our secretary.
- Mr. Mays: We have to have a neutral person to...
- Mr. Rashid: Have a neutral person. Just open up the ballot. Everybody puts it in a box; then,
- Ms. Turner: We could absolutely hand them all to Mr. Turner, and we can take the time to do the ballot so that we'll know in December. We could completely eliminate the whole nominating committee piece. I'm absolutely available for that.
- Mr. Rashid: No slates, no nothing. Just vote.

Ms. Turner: No, I'm not. Here's what I'm saying Mr. Rashid is that if we are all voting and not having the exact voting by the initial majority, it gets to be ...

Mr. Rashid: Wait a minute, what did you just say?

Ms. Turner: If we vote like the way you're suggesting, somebody could actually win the election only having two votes or three votes.

Mr. Rashid: So.

Ms. Turner: That's not necessarily consensus building. This is a matter of us all coming to agreement together. I will say, like you said, if the majority vote on this Board for any situation is four people, the way you are suggesting somebody could win with less than four, so it does not work.

Mr. Rashid: What's wrong with that? If they got the majority of the votes out of the seven, whoever it is, they won.

Mr. Mays: That's correct.

Ms. Turner: I would say again that our majority ...

Mr. Rashid: Let's vote on that.

Ms. Turner: Okay.

Mr. Mays: Every poll, we vote on that.

Mr. Mays: The sitting president now would be out of the equation because she could not run for office and I need to make that clear?

Mr. Rashid: Say what?

Dr. Harris: She cannot run again for office.

Ms. Turner: Why?

Mr. Mays: Not for president.

Ms. Turner: Why?

Mr. Mays: Because it says two terms.

Ms. Turner: It doesn't say that anywhere in our policy.

Ms. Turner: This is not about me as an individual. This is about what the board policy says. There is no limitation, there is no term of limitation. You could literally be the board president for your entire time on the board, and we have no rules against that.

Mr. Mays: You're saying that now, but you didn't say it then, and I...

Ms. Turner: I never said it. No one ever brought it up.

Mr. Mays: Everyone that has served, even before I got on this board was two terms.

Mr. Rashid: But that's an understanding, but it's not a policy.

Ms. Turner: It's not a policy.

Ms. Shaheed: It's easy to look up whatever the policy says.

Ms. McClarin: We are looking up now. I've seen in online somewhere ...

Ms. Turner: There's no term limitation.

Ms. Shaheed: We read the whole thing last year, but I can't remember ...

Ms. Turner: That's one thing I know for sure, particularly because when I started looking at this, I had to read it again.

Mr. Mays: Anyway, I agree with, we can make this simple...

Mr. Silvera: If you make it simple, you still got to amend it to a policy that will allow you to do it.

Ms. Turner: Absolutely, so like I said ...

Ms. McClarin: I have a recommendation for that. I have a recommendation for that. This is what I was going to say-

Mr. Mays: I haven't finished. I was talking. We have to learn to respect.

Ms. McClarin: I wasn't trying to disrespect you. I didn't know you were talking.

Mr. Mays: As I was about to say, I was agreeing with Mr. Rashid, making it very simple, and we're trying to make a mountain out of a molehill. You could have a ballot. The ballot, president, vice-president and secretary, give it to everybody, ballots. They write in the name who they want as president, vice-president and secretary.

- Mr. Mays: Madame Chairman, that's why you're, you're talking when someone else is talking.
- Ms. Shaheed: It's like a primary and then you have the election.
- Ms. Turner: Exactly, so that you whittle it down to two, and two will allow you to have the person that is involved are the people that the lion's share of the Board supports. That becomes important in leadership that whoever gets elected is supported by the lion's share of the people on the Board.
- Ms. Shaheed: You know in order to do that we need a quorum.
- Ms. Turner: In order to do that, what we would do is, now if you want to eliminate the Nominating Committee, what this would look like is this, as the president I would hand out the initial ballot. Everybody would fill it out. They would put it in an envelope. You give it to Mr. Turner. Mr. Turner would tally it. The two people with the largest number of votes will do it. That eliminates Board members having to do anything. It could be done in this room by the staff, and it could be verified by anybody who was physically in this room if you need to count the ballots in order to feel comfortable about it.
- Mr. Rashid: We need a vote to ratify whatever our decision is.
- Ms. Turner: And then those two people will be voted for in January.
- Ms. McClarin: So, my suggestion was let us do that for this year, and then we'll come back and we'll deal with our policy. We could decide whether we want to take nominating committees out.
- Ms. Turner: Okay, like I said the other piece, what I was going to say is if we have a consensus of that, this could be re-written by the staff. Taking the nominating committees out of it.
- Ms. McClarin: For this year.
- Ms. Turner: For this year, and we could consider it again. So, we're in agreement, or we're at consensus. I want to make sure that everybody is comfortable with this idea.
- Mr. Mays: No, I say again, we're making a mountain out of a molehill. Just a simple, whomever runs for president, you have those positions on there, and you say you're running for president.
- Ms. McClarin: Well, that's what she said we're going to do. Well, I'm trying to understand you. Are you for us taking the Nominating Committee off for this year and

Ms. Turner: Yeah, so we'll talk about that going forward. Are we all in agreement? Can we come to consensus?

Mr. Mays: No, because we don't know what we're agreeing on.

Ms. Turner: Okay, so Ms. McClarin do we need to take a vote? Can someone make a motion?

Mr. Mays: No, because it's still not clear as to what the concern is, and every time I open my mouth I'm always interrupted. The concern is this, you made a suggestion making this just simple, just 1-2-3, as is done in your local elections or what have you. Those individuals, whoever is interested can be president. There's a ballot, I mean the ballot would have president, vice-president and secretary. Then, you go to the poll to vote. If you want Sally Sue, I write in Sally Sue for president. If I want John Henry for vice-president, I write in John Henry's name, and secretary, write down a name, or whatever, you write the name. Just that simple.

Ms. McClarin: And that's what we said we're going to do.

Mr. Mays: Hold on a minute. Let me finish.

Ms. McClarin: Could you just get to the point that we don't understand.

Mr. Mays: You get to the point on some things and stop interrupting, you'll be doing fine.

Ms. McClarin: And you're going to be the first person to say our time is up and we got to go. Come on now.

Mr. Rashid: I like that idea, but everybody else didn't like it.

Ms. McClarin: That's what we're doing.

Ms. Turner: No, no, we are doing that in December.

Ms. McClarin: Right, but we're doing what the man's saying.

Ms. Turner: In order to get two names ...

Mr. Rashid: What he is saying is that we don't need another step.

Ms. Turner: I appreciate that.

Ms. Turner: It does not give an opportunity. It becomes essential because there are only seven people ...

Mr. Mays: Try to put a number on there, you must need four votes, you aren't helping.

Ms. Turner: What I'm saying is that's why we're even having this conversation because we did not have policy. The thing that I will say is that we need to be able to come to consensus. Once there is an initial primary created, the people with the two largest votes get put on the ballot for January.

Mr. Silvera: I've been listening to this for a good amount of time now, and the whole concept of nominating committee is for a committee to look at all possible nominees for a particular and make a recommendation, and then put that recommendation to the floor, and the body can either accept one or more recommendations or somebody can say, well I want to challenge that recommendation and standup against that choice.

Ms. Turner: Which is ...

Mr. Silvera: Which is basically how we've been doing it ...

Ms. Turner: Yeah, but the issue with that is then we have a nominating committee, and then there's always people who want to put like historically-

Mr. Silvera: I think it was skewed last time. We had three different slates. It really shouldn't have come out like that. It should have been just one recommendation for president, vice-president and secretary and either you accept it or you don't.

Mr. Mays: You can't do that. You cannot do that in any kind of election whether it's a local election or-

Mr. Silvera: This is not a local election.

Mr. Mays: I mean in a body like this, as well. Everybody has a right to say-

Mr. Silvera: Anybody can stand up for a position. All I'm saying is the concept of a nominating committee-

Ms. Turner: I hear what you're saying.

Mr. Mays: You're making a mountain out of a molehill. It's as simple as that.

Ms. Turner: One of the things I'm concerned about is the whole idea of consensus, okay, is the whole idea of consensus. It puts way too much power in only three

Ms. Turner: She didn't get a chance to get it all out.

Mr. Mays: She did get it out.

Ms. Turner: Well, here's the story.

Ms. McClarin: I'll tell you what.

Mr. Silvera: I second the motion.

Ms. Turner: Okay, so as clarification so I understand what's happening here, the things that are in this Resolution 06. Is this what you are suggesting we you do Mrs. McClarin?

Ms. McClarin: Yes.

Ms. Turner: Mr. Silvera has second. We have had a motion and a second. Is there any other conversation we need to have before we take a vote?

Mr. Mays: Yes. You prejudiced the motion and you do not discuss a motion, and what have you until you ask, "Are there any other motions," or what have you. You go sit up here and wave this paper in front of you. You have prejudiced this... That's not the way it operates.

Mr. Rashid: I have a question. Are you proposing that we follow the current guidelines that we have in our... I swear you got me twisted up here.

Ms. McClarin: No. You all got me twisted up.

Mr. Rashid: Your motion is that we follow what's already in our bylaws or guidelines? Is that what you're talking? Or are you saying just we adapt this resolution? What are you saying?

Ms. Turner: What are we doing? Are we adopting the resolution? Because here is the story-

Mr. Mays: Excuse me, excuse me.

Ms. Turner: There is nothing... I am chairing.

Mr. Mays: I don't care what you're chairing. You're out of order, too.

Ms. Turner: Here's the thing-

- Mr. Mays: Do I have the floor now, Madame Chairman?
- Ms. Turner: You do. You completely do.
- Mr. Mays: I move that we vote the simple recommendation that was made by my honorable colleague over there with the names on there, and I justify my motion by saying the names of president, vice president, and secretary, and the voters, which is the seven of us, will write in there, in the blank in the ballot, whom we vote for. The number of votes when there's three, you receive three or you receive four. If you're the highest vote getter of the three or four votes, or three votes or whatever, you are the president. Now, and that is... And I just said this enough...
- Mr. Rashid: That's a long motion, right.
- Mr. Mays: Well, I'm not really putting all that. I'm just justifying what my motion. That is the way all organizations' elections are done. We trying to make it so difficult. There is no number, whether that person received one vote higher than the person that got two votes, that person is elected. If there's a tie, you toss a coin or whatever. That's the way it's done. You toss a coin. If it's a tie, if it's the president, you choose head or tail. Whoever gets head, whatever. They don't go back and have another election. That's the way it's done from the White House to the... Except this house here. My motion is that Madame Chairman, I move that we accept the simple motion with the three officers in and the person whom are voting will write the name in or either the names can be there, or everybody's name can be on there, who they want for president or vice president. They just check off the name, whatever, just make it that simple and we can move on instead of all this having this and having that. It's not necessary.
- Ms. Turner: There's a motion on the floor. Does anyone second it?
- Mr. Rashid: I'll second.
- Ms. Turner: There's a motion and second.
- Mr. Rashid: Now it's two motions and two seconds.
- Ms. Turner: Okay, two motions and two seconds. We have to take a vote.
- Ms. Shaheed: I want to ask you a question. Is the president vote for the nominating committee, could you just have, if that's the case, they just volunteer instead of somebody being appointed?

Ms. Turner: Yes. That was how it happened.

Mr. Rashid: How did it get all messed up?

Ms. McClarin: If this passed, that would be the next step.

Ms. Turner: Okay. Any more questions? Okay. The first, we will take... If there's no more questions, we will take a vote on the first resolution, the resolution that is laid out, '06. Then we will take a vote for Mr. Mays' motion.

Mr. Mays: Madame Chairman, since you seem to know everything, you take the last person's motion first, and then you move to the first person. It doesn't go from top to bottom. It goes from bottom up. The last person...

Ms. Turner: If you would like to take that vote first, I am perfectly fine with that.

Mr. Mays: I'm just saying how it operates.

Ms. Turner: You just said that you think that's essential to the process.

Mr. Mays: No, that is the way the process operates.

Ms. Turner: That's what I just did. Mr. Turner.

Discussion: None

Roll Call Vote: Ms. Turner (no), Mr. Rashid (yes), Dr. Harris (abstain), Ms. McClarin (no), Mr. Mays (yes), Mr. Silvera (no), Ms. Shaheed (abstain)

Yes – 2; No – 3; Abstain - 2

Motion fails.

Mr. Mays moved and Mr. Rashid seconds the approval of the straight vote for board officers w/o a nominating committee.

Straight vote for board officers does not pass.

Mr. Rashid: We have a lot more stuff.

Ms. Turner: Yeah, we do. Yeah, we do. Would you be willing to do that? That way everybody can do that and we can get an envelope? Do you need to do your report?

Ms. Chambliss: Oh, no. I'm good. I passed it out to you all.

Ms. Turner: Okay, so that's only for the new brand.

Mr. Rashid: But I think Mr. Turner already has the ballot set up, doesn't he? In his computer?

Mr. Turner: Since it's been a while, I'd be happy to go back and find it.

Ms. Turner: Okay, Ms. Chambliss?

Ms. Chambliss: Mm-hmm (affirmative)?

Ms. Turner: Can you come here for a second? Let me just... Okay, this is the... Here, give me a pen. Thank you.

Mr. Mays: You have to inform the board that you're doing something. That's what they call you're into executive session. You need to tell the board what you're doing.

Ms. Turner: What I'm doing is showing her, giving her my thoughts on the way, the best way to set this up is, okay? Then each board member's name.

Ms. Chambliss: Then the three positions, and then their names?

Ms. Turner: Yeah, so that average people can go in and put an X in for who they want for each position.

Ms. Chambliss: Okay.

Ms. Turner: Okay? That makes it easy to count.

Mr. Mays: Could we see what you did?

Ms. Turner: Sure?

Mr. Mays: She going to print it up and bring it back?

Ms. Turner: You want to see it ahead of time? Feel free.

we'll move right through those. The first item that we discussed and we thought it was important to pass was the Internal Control Policy. The Internal Control Policy is basically the Bible of the organization. It establishes the conduct by which the administration and staff conducts its affairs, and also acts as a guidepost for the auditors when they come in to audit to make sure we're following our guidelines to the letter.

Mr. Silvera: We've had a chance to peruse it, not thoroughly, but we decided in the best interest of time was to pass the policy in its current form. If any board member sees a policy or some areas of the policy that they have a question about or concern about, we can always come back and review it and amend it and come back and make the necessary appropriations of amendment in a future board meeting. In the meantime, it allows the fiscal officer to move forward in doing what he needs to do and also be ready for the audit. We're expecting to have an audit this coming year, so we want to have this document in place as part of that ongoing process.

Ms. Turner: What's in here that was not in here in a previous...

Mr. Silvera: Mr. Cockfield, would you please give them an update

Mr. Cockfield: Well, there are two major sections. One is the travel policy, which I believe needed to be completely updated, and the second and probably the most significant is the information having to do with the new accounting system. What I've attempted to do is to outline the procedures that we use in going through the different areas of the accounting system in order to generate requisitions, purchase orders, checks, and bank records. There's also a section having to do with how the information is transferred over from the ADP system to the Blackbaud system. That's primarily it, not to oversimplify it, but as I said, the two major sections that would need review and revision is the travel policy and the accounting system.

Ms. Turner: Okay. We have an investment. There's an investment thing in here. I don't remember us even having an investment policy before. Is that new?

Mr. Cockfield: No, that's not new.

Ms. Turner: Okay. That was part of the old policy, because we passed the old policy five years ago, right? It's been a minute, when you first came on.

Mr. Silvera: Yeah, we did when you first came on, yeah.

Ms. Turner: Yeah, so that's been a while.

Mr. Silvera: This is updated and refined, even as actual screenshots.

Mr. Cockfield: I'm understanding what you're saying, but I'm trying to get a feel for, when you talk about the state...

Ms. Turner: Because you know how we all... We have to, you know, this was a regular conversation we had when Mr. Fambrough was on the board is that we are not a law unto ourselves. We have to follow state laws. We have to follow the expectations of ethics and all of the things that the state has in mind for us. As far as the state, what the state requires of us as far as internal control policies and-

Mr. Cockfield: The state requires that we have internal controls.

Ms. Turner: It doesn't require anything specific?

Mr. Cockfield: No, it essentially... Yes, it does say that we have to manage assets. We have to manage accounting procedures. Bank reconciliation is certainly a key component to establishing internal control. There are certain things that they pretty much mandate, yes, in terms of how you should operate, but there are, needless to say, procedures that surround those key elements that define how a particular organization works versus how another organization might work.

Mr. Cockfield: What we're doing is defining how we work, telling same to the state or same to the auditors when they come in. This is how we process our accounts payable. This is how we process our cash receipts. These are the limits that we've established on check writing, so to speak. We've employed something called positive pay, which is a means to capture fraudulent activity. These are the things that we've put in our procedures in order to identify how we intend to manage our assets.

Mr. Silvera: And positive pay isn't necessarily a state mandate. It's just something that we decided to do through our protection.

Ms. Turner: For our own protection.

Mr. Silvera: Right.

Ms. Turner: Okay.

Mr. Rashid: It keeps, puts us out of the way of them just arbitrarily coming up with stuff because this shows how we operate and they'll be able to tell between what we do and what this says. Okay, that makes sense.

Mr. Mays: You're just talking over him. He's trying to talk.

Ms. Turner: Those are the things that as we were having that conversation yesterday-

Mr. Cockfield: It answers your question about what are the criteria for moving a computer from the desk to the trash bin. See?

Mr. Rashid: Same thing, asset disposal.

Mr. Cockfield: Yeah, asset disposal, right.

Ms. Turner: This goes back to also talking about the different... we having policy related to our everyday, like the actual machinations of the building to match one another, you know? It's like we absolutely need what they call operations policy, and this will be part of it. That's true for all of them, for every aspect of the library, for every committee. There are operations policies that have not been passed. We've talked a lot about them in Library services. There's been a lot of things that have been brought up, but none of them have made it to the board to be passed. That's one of the things that absolutely needs to happen is all of these policies. Like I said, I absolutely appreciate you bringing this to me, taking the time to make these up and bring them to us.

Ms. Turner: Have we made a motion? Mr. Mays?

Mr. Mays: Yes, I am. I appreciate your recognizing me Mr....

Mr. Silvera: Silvera.

Mr. Mays: Mr. Silvera in reference to something he brought to the board, as is alleged. Now, when I brought something to the board, you castigated it. When I tried to bring up how... I'm just showing you the difference. I'm just pointing it out to them, saying it, putting it on the record. When I put the resolutions and how they should be written, I went through really hell. You'd have thought I had maybe shot somebody, but now you're praising him for what he brought to the table. That's what we all should bring things to the table to improve upon.

Ms. Turner: Absolutely.

Mr. Mays: I understand. I just want to put that out there, because I don't like talking behind nobody's back. I'll just take it to your face, and I have to say it. I have spoken.

B. Resolution 11-01-2019: To Accept the Internal Control Policy

Mr. Mays: I second that amendment. That's the way it should be properly written.

Ms. Turner: The motion has been revised and seconded. Any more discussion? Mr. Turner, please?

Discussion: None

Roll Call Vote: Ms. Turner (yes), Mr. Rashid (yes), Dr. Harris (yes), Ms. McClarin (yes), Mr. Mays (yes), Mr. Silvera (yes), Ms. Shaheed (yes),

Yes – 7

Motion passes.

Mr. Silvera moved and Mr. Rashid seconds resolution 11-01-2019 the acceptance of the Internal Control Policy as amended.

Resolution 11-01-2019 is approved as amended.

C. Resolution 11-02-2019: To Accept the Consulting Policy

Mr. Silvera: The next item the finance committee has is to request approval of the Consulting Services Use policy. Attached to the resolution is the outline of the policy. I'll ask Mr. Latimer to give the update or background behind the why this policy is needed.

Mr. Mays: What resolution is that?

Ms. McClarin: Resolution 1102.

Mr. Silvera: Consulting Services Use policy.

Mr. Mays: Okay.

policy. The final report is to be provided by the consultant to the Executive Director or fiscal officer at the completion before final payment. Any variants from the require a scope of work and or expected outcomes must be justified in writing and approved by the library's executive director.

- Mr. Silvera: Okay. I will read the resolution. Everyone on the finance committee has met, discussed, and reviewed the following items and recommend approval by the library board of trustees. Resolution number 11-02-2019 to approve consultant services use policy.
- Mr. Silvera: Whereas, the library's Executive Director may enter into any contract for purchase of supplies or materials, or provide labor for any work in an amount not to exceed \$12,000 hireable for legal compliance and internal control purposes a consultant use policy is needed.
- Mr. Silvera: Whereas, this policy to provide guidelines to the East Cleveland Public Library, Executive Director and Fiscal Officer for acquiring consulting services as needed, tasks performed by independent contractors, individuals or businesses.(Who possessed specialized knowledge, experience, expertise and professional qualification to investigate assigned problems or projects and to provide council, review, analysis or advice in formulating or implementing improvements to the library.)
- Mr. Silvera: Whereas, the consultant selected must go through a complete vetting process as it says in the consultant services use policy.
- Mr. Silvera: Whereas, the policy does not apply to guest lecturers, speakers, authors, and musicians that are used for library programming and training purposes.
- Mr. Silvera: Be resolved, board of trustees of East Cleveland Public Library and adopt resolution 11-02-2019 consulting use policy. I move for its adoption.
- Ms. Shaheed: I second that.
- Ms. Turner: Is there any further discussion?
- Mr. Rashid: Yeah. I know we hired a consultant and I never saw a final report. It definitely did not adhere to the things that are going on. At some point are we still going to receive to a final explanation as to what this person did and what we paid them for and what they were supposed to do?
- Mr. Latimer: Is there a specific person?
- Mr. Rashid: Yeah. There was a consultant that we hired in the beginning of the year. I think we paid them 5 or \$6,000 for something. I don't really know what.

Ms. Turner: As clarification, does this impact people who we already have ongoing relationships with? Are we looking to backtrack? For instance, we have consultants as he has...

Mr. Mays: I think they disagree. It's not written in a retroactive-

Ms. Turner: Anybody who is a current one, is grandfathered in?

Mr. Silvera: Right in going forward, this is the policy we will put in place.

Ms. Turner: Okay. When you said that, I didn't even hear that we were looking to grandfather whomever we're currently working with.

Mr. Silvera: It would only be fair to do that.

Ms. Turner: Going forward, anybody that we hire for any of these things, will go through that?

Mr. Silvera: Yeah.

Ms. Turner: Okay, I'm down with that.

Mr. Mays: It doesn't say they can be grandfathered in, it needs to say that. The Resolution needs to stipulate whether it's persons that are already presently on board would be grandfathered in and it needs to be stated in the Resolution.

Mr. Latimer: If we take on additional requests for work that we need, now these projects that we have in place, there's ongoing grant writing and there is ongoing work in the fiscal office as far as helping us meet the audit. Now, if we decide that we need to develop something that we don't have the expertise to do, to come do some type of evaluation of our facility. Of course, we will go through the new process. Some of these things that are in place that's already ongoing.

Mr. Mays: Okay. I understand what you're saying. If you are going to write a resolution, the end of your resolution should stipulate from this point forward or whatever. Then you're going to say you already have people on the board, they would be grandfathered in, and the rest that you hire would have to be subject to this resolution here now.

Mr. Rashid: Mr. Mays if you find that acceptable to pass that tonight and then we'd go back and amend it to add the additional stipulation.

Mr. Mays: We can amend it now.

Mr. Silvera: I have one more thing I want to say.

Ms. Turner: Sure.

Mr. Silvera: Regarding the 2020 the temporary appropriations. Everyone should have a copy of it. It is the objective for it, that people would take your time, review them, and between now and the December meeting. If there are any questions, please reach out to Mr. Latimer or Mr. Cockfield and hopefully we can get those issues addressed so that when we come to the December meeting, we can vote on it.

Ms. Turner: Okay. The top of the sheet says budgetary assumptions. This is how we basically plan to spend the money. It hasn't been exploded outside of the line item; it does give us some of the breaking down.

Mr. Silvera: This is a temporary appropriation covering January through March 31st. I will do a permanent one before the end of March.

Ms. Turner: Yes.

Mr. Silvera: We can do it anywhere from January to March, this just covers the first quarter.

Ms. Turner: This is just to get us started. That's typically what we have always done. Generally, in February or March we take another vote because it has to go over to the board and it has to be signed by them, and then it goes downtown, correct?

Mr. Silvera: Yep.

Ms. Turner: Okay.

Mr. Silvera: No. That's the tax budget that goes to the school. This is our internal budget.

Ms. Turner: Okay, so this is our internal budget. Don't we have to send it to somebody though?

Mr. Silvera: It goes to the County.

Ms. Turner: Once we approve it, we send it to the County, we don't have to send it to the school board? That's the tax. That's a whole other thing. Okay.

Mr. Silvera: That concludes the finance committee.

with the Youth Service Coordinators position. On the back of your resolution, you do have a copy of the job description and also I just want to add that this person will be working in the school system, with the teachers and the students. I move that we adopt this Resolution.

Mr. Silvera: Second.

Ms. Turner: There's been a motion and a second. Any further discussion?

Mr. Rashid: Has this position been discussed with the school board? This is an additional salary on our...

Ms. Turner: This is our employee. Yes.

Mr. Rashid: Our employee, but working at the school?

Ms. Turner: No. They'll be working in coordination with our programming and to bring kids into our programming.

Ms. McClarin: Not working for, but actually doing outreach in the schools.

Mr. Rashid: Do we currently have somebody doing this?

Ms. McClarin: No. At one point we had the Outreach Literacy Specialist, but then she quit so we had not filled the position. After the staff went through seeing where we are now and what's needed. That was a grade 25 position, this new position would be a grade 20. That salary was \$40,000-\$66,000, this salary pay rate will be \$38,400-\$57,090.

Mr. Rashid: Okay. Currently, we've got a bunch of kids coming in here now, so how do they find their way in now?

Mr. Latimer: We do have staff in place, so we're doing more outreach to the school districts. We are promoting our services. We just recently had our library card sign-up campaign to reintroduce the students in the community to our library. We are being more proactive.

Mr. Rashid: We are doing all of that without this position?

Ms. McClarin: I can say this, the goal here is to get the students reading. We are trying to get some more hands on this. We are responsible with the school board for that third grade guarantee, reading guarantee. Right now, from what I'm understanding, we have a lot of students coming in that are not reading at that level. This person will sort of be the middleman [inaudible 02:20:30] but they're working in house and outreach.

- Ms. Turner: I don't think there's anything in this position that says anything about teaching to read. It's about encouraging additional reading so that skills expand. There's nothing in this job description that says we're teaching kids to read in place of the school.
- Mr. Rashid: Well, from my standpoint, I'm reading this first as budget assumptions. To understand what our budget is, how it's going to be affected by cuts this year, and where we are going. Before I consider any other salaries or increases or anything else, I have to understand this because if we're going to add more salaries, we just deducted. We just cut one of these salaries because the person quit, right?
- Ms. Turner: She was already in the budget. It's not like we're adding a new thing, is this not true?
- Mr. Rashid: That was for last year.
- Ms. Turner: Yeah. That was for last year. What they are saying is that they are going to continue that and they have decreased it so that the top level of money they can pay out is less.
- Mr. Mays: Talking over each other.
- Mr. Rashid: That was my question. Was this person responsible for these numbers that we're seeing in this library with these kids coming here, because if this budget, at this salary, is not tied to the individual that was bringing all these kids here already, I don't understand why we need it. Who is this person?
- Ms. McClarin: They haven't hired her yet.
- Ms. McClarin: That's what we're trying to get permission. To that point, Mr. Latimer, you had explained to us at another meeting how it came about that the teachers had started coming and bringing the students and he has been in the school and working in recruitment.
- Mr. Latimer: In my assessment of working with this library, and kind of understanding where our gaps in services. My evaluation is we need to upscale and put a focus and invest down in our children's department. My evaluation of our staffing down there is, the staff doesn't have the skill set to work with the teachers. They're not professionally developed to that point and Dr. Harris can share this as well because we've had conversations.
- Mr. Latimer: The teachers don't trust the library as a place where your children are coming in here learning, they are just coming in here and hanging out, with this being a safe space and we also provide afterschool lunches for them.

Mr. Rashid: One last question, how long was the person gone that quit?

Mr. Latimer: Over 2 years.

Mr. Rashid: A couple of years and we have done fine without them.

Ms. Turner: I don't know that we have done fine without them.

Mr. Rashid: I can vote. I don't have any other questions.

Ms. Turner: Okay. All right. We've got a vote. We had a motion. We had a second. Can we get a vote?

Discussion: None

Roll Call Vote: Ms. Turner (yes), Mr. Rashid (no), Dr. Harris (yes), Ms. McClarin (yes), Mr. Mays (abstain), Mr. Silvera (yes), Ms. Shaheed (yes).

Yes – 5; No – 1; Abstain - 1

Motion passes.

Ms. McClain moved and Mr. Silvera seconds resolution 11-04-2019 Approval of Youth Services Coordinator Position.

Resolution 11-04-2019 is approved.

Ms. Shaheed: I have a question. How do we evaluate her work? How do you know she is successful in what she's doing?

Ms. Turner: I mean this is part of the whole program evaluation piece, which is why every program that we have, has to have specific objectives. The problem is there has not been up to this point. You can't say, for instance we have a strategic plan and we have the things that we have said we do, but we have

Cleveland Public Library and here accepts their recommendation of the director and the personnel committee.

Ms. McClarin: Be it resolved, that adoption of Resolution number 11-03-2019 for the acceptance of 3% cost of living increase for staff and administration, again with your first payroll of 2020. I move to adopt this Resolution.

Mr. Silvera: I second.

Ms. Turner: We have a motion and a second.

Ms. McClarin: Excuse me. I forgot there is an explanation from the director of how he came up with 3%.

Ms. Turner: Okay.

Ms. McClarin: Attached to the resolution.

Ms. Turner: Any more discussion? Can we get a vote Mr. Turner?

Discussion: None

Roll Call Vote: Ms. Turner (yes), Mr. Rashid (abstain), Dr. Harris (yes), Ms. McClarin (yes), Mr. Mays (yes), Mr. Silvera (yes), Ms. Shaheed (yes),

Yes – 6; Abstain - 1

Motion passes.

Ms. McClain moved and Mr. Silvera seconds resolution 10-03-2019 Approving a 3% COLA Increase for Staff and Administration

Resolution 10-03-2019 is approved.

Ms. Turner: One of the things I wanted to ask for personnel committee, when you have evaluations for our staff, this is something that has got to happen. You got to make it happen, because we don't have evaluations in our files and that's problematic. We can set it up so that before the end of December it is done, so that each individual board member has member has to say.

- Mr. Mays: Yeah, thank you for saying that. I'm just going to say this. I'm beginning to become very disappointed in this collaborative situation in saying that... I know some of the board members saying we didn't need to go out for bids and things of that nature. The law states in the state of Ohio, anything above \$50,000 has to go out for bids. I don't care whether it's a collaborative or whatever we're in, or whatever. That is what the law states.
- Mr. Mays: I'm just displeased with this operation thus far as far as this boiler being operating and everything is hooked up fine, and he keeps saying about he has employees. I'm not concerned about whether your employees come to work. You entered into a contract. You are duty bound to adhere to the contract, what you said you would do. That has not happened. He has not come before this board, or I don't know whether he has spoken with Mr. Latimer in reference to asking for an extension. He has violated the contract, and that is the time element.
- Mr. Mays: This contract, as of October the 28th, and from this point forward, that's in violation of the contract. He's not following the contract. He has not come before, I guess, Mr. Latimer this board to ask for an extension and predicate it on this, that, or the other.
- Mr. Mays: I can't accept your employees. You hired them, or what have you. Then first he's saying about the engineer or something had jury duty. That's not our problem. We have a contract with, and that's what you have. We're not going to make excuses, we done this, that, or that. There's a contract stipulates the timeframe signed by him, them, and I'm very knowledgeable of contracts. We have done it and we can either deduct or what have you, because he's in violation.
- Mr. Mays: He has not come to talk to us or anything to discuss this matter. I asked him to try to be here today, tonight. I said, "We will put you at the head of the agenda." Is he here? No.
- Ms. Turner: That's your report?
- Mr. Mays: Yes ma'am.

XIII. LIBRARY SERVICES

A. Summary of Major Activity

XIV. NEW BUSINESS

- Mr. Silvera: Madame Chair, there are two documents that Mr. Turner has that we need to pass out to all the trustees and have signed as a matter of documentation for legal business.
- Ms. Turner: That's something for new business.
- Mr. Rashid: Yes.
- Ms. Turner: Okay. This is from where?
- Mr. Rashid: This is just to determine overall from the state in terms of the fact that we have... One is a policy and another policy. The other one is...
- Mr. Turner: Ohio ethics law.
- Speaker 10: Ohio ethics law.
- Ms. Turner: Okay, so this came from OLC and Ohio ethics
- Mr. Rashid: Yeah, everybody needs to sign it and acknowledge it, and have it as a part of our records.
- Ms. Turner: Okay.
- Mr. Rashid: Just a little housekeeping we need to take care of.
- Ms. McClarin: Don't forget to give him your paper to Mr. Turner.
- Ms. Turner: Oh, true. Hold on for a second. We have not... You already voted, but hold on for a second. We have not had any conversation about who's available for consideration.
- Mr. Silvera: At this point, between that and... You kind of bypassed that.
- Ms. Turner: No, we didn't have a sheet. That's one thing you want to talk about moving to new business. We didn't have a sheet, so we couldn't do it. It wasn't that I bypassed it at all. I had to wait until an appropriate time to discuss this.
- Ms. Turner: In addition to this information that's being passed out, there is... I'm going to also pass out the...

Ms. Turner: It came on Friday. Via email, it came on Friday.

Mr. Silvera: I know Mr. Turner is bombarded with a lot of stuff, because I know these minutes will be a catalog. It won't be no book.

Ms. Turner: Can I say the confidentiality agreement is for employees, not for trustees?

Mr. Silvera: Well, in terms there is confidentiality that we have that we need to be keeping.

Ms. Turner: Oh, no. I'm just saying I'm not an employee, so that would be inappropriate. Can we get it reprinted? I'd be more than glad to sign it, but it ought to be...

Ms. Shaheed: Oh, I see what you mean.

Ms. Turner: Yeah, I'm just saying this says an employee.

Mr. Mays: Where you get this from, it should be trustees? Where you get this from?

Ms. Turner: Huh?

Mr. Mays: I'm asking you a question.

Mr. Silvera: I got it from Mr. Turner. It's past practice to have those things.

Mr. Mays: I'm not asking what's past practice. I'm asking where did this come from.

Mr. Silvera: I told you where I got it from, Mr. Mays.

Mr. Mays: You don't have to get loud about it. I'm asking a question.

Mr. Silvera: I'm not getting loud about it.

Ms. Turner: We have these things that are going to be updated so that we can sign them. The one for... If everybody can agree to have it signed and brought in for, and submitted to Mr. Turner by beginning of next meeting? Can we agree to that? Great.

Mr. Mays: Excuse me, excuse me, excuse me.

Mr. Silvera: Whatever you want to do at this point.

Mr. Mays: All right, mumble. You just said whatever you said. I'm going to say-

ticket. They're a dollar apiece. You can buy a book of five. Not that you to do it right this second, but I just wanted to let everybody know.

- Ms. McClarin: Good, because the board is going to be fundraising next week.
- Ms. Shaheed: You said '71?
- Mr. Rashid: Yeah, '71.
- Ms. Turner: Can you hand me a pen? A pen?
- Mr. Rashid: If anybody's interested, just let me know.
- Ms. Turner: Okay.
- Ms. McClarin: Oh, you said-
- Ms. Turner: Yes, we're going to give them to Ms. Turner. We're going to give them... Did you bring an envelope down, Ms. Chairman?
- Ms. Chambliss: Y'all need some envelopes?
- Ms. Turner: Yeah, we need one envelope that they all go in.
- Dr. Harris: I wanted to say I attended the national association of Black storyteller's conference, in Montgomery, Alabama. I put my award away, but...
- Ms. McClarin: I saw you got an award.
- Dr. Harris: I along with Bryan Stevenson, the author of *Just Mercy*, was honored with the highest award that they give, and it's not an easy award to get. I was honored as an educator connecting storytelling with education, and actually read this book and did poems instead of writing a book report. I had students come to the library to write poems in whatever way they, after they read, whatever way they so wanted to express themselves. They actually got up in the library and shared it.
- Dr. Harris: They are really afraid to. They can do a lot of stuff and a lot of rap and all that stuff, but they really are afraid to get up and have confidence enough to speak. That's something that they really, really need help with.
- Ms. Turner: Perhaps that's something that we need to think about in terms of our programming is a public speaking. That's something that we, when we go about the business of hiring this new person we're talking about, is public

XVI. AUDIENCE PARTICPATION

(None)

XVII. ADJOURNMENT

Ms. Turner: Alright, we have no old business that we're bringing to the table? No old business? Okay. Audience We have no audience that needs to make statement? Okay, I'll entertain a motion for adjournment.

Dr. Harris: I move for adjournment.

Ms. McClarin: Second.

Discussion: None

Roll Call Vote: Ms. Turner (yes), Mr. Rashid (yes), Dr. Harris (yes), Ms. McClarin (yes), Mr. Mays (yes), Mr. Silvera (yes), Ms. Shaheed (yes),

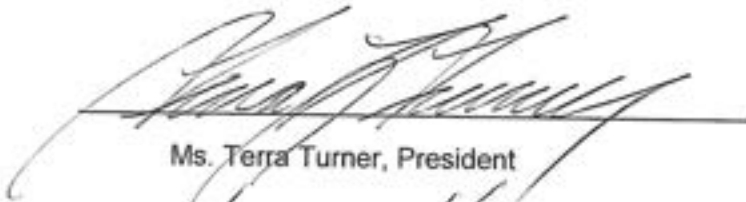
Yes – 7

Motion passes.

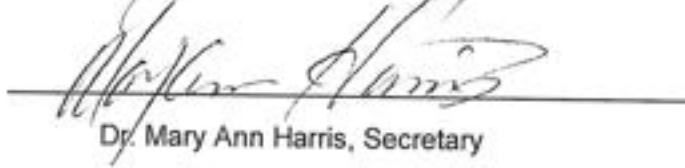
[Meeting adjourned at 09:31 pm]

Dr. Harris
moved and
Ms. McClarin
seconds
adjournment.

Meeting is
adjourned.



Ms. Terra Turner, President



Dr. Mary Ann Harris, Secretary