

East Cleveland Public Library
Special Board of Library Trustees Meeting
Purpose: Policy and Personnel Issues
February 1, 2018
14101 Euclid Ave. East Cleveland, Ohio 44112
Flewellen Room
6:00 PM

Ms. Synor called the meeting to order at 6:03 PM

1203 MP3

I. **CALL TO ORDER**
a. **ROLL CALL**

Present: Ms. Synor, Ms. Turner, Mr. Fambrough, Mr. Mays, Mr. Rashid

A quorum exists. Present – 5; Absent - 2

Also present at the table were: Ms. Sheba Marcus-Bey (Executive Director), Mr. Ross Cockfield (CFO), Mr. E.F. Turner III (Exec. Admin. Assistant).

II. **APPROVAL OF THE AGENDA**

Mr. Fambrough requested to add the PACE program on the agenda.

Ms. Synor replied that this item can be added on to the regular Board meeting's agenda.

Mr. Rashid motioned to approve the agenda.

Mr. Fambrough seconds the motion.

Discussion: None.

Roll Call Vote: Ms. Synor (yes), Ms. Turner (yes), Mr. Fambrough (yes), Mr. Mays (yes), Mr. Rashid (yes)

Mr. Rashid moved and Mr. Fambrough seconds the approval of the agenda.

Yes – 5

Motion passes.

The agenda is approved.

III. BOARD NOMINATIONS

Ms. Turner informed the Board that a ballot has been created from the information provided during the Nomination Committee.

(Ms. Shaheed arrives at 6:09pm)

Mr. Mays asks if Ms. Synor has been sworn in.

Ms. Synor replied that she has 60 days to be sworn in.

Mr. Mays stated that Ms. Synor must be sworn in prior to serving.

Ms. Synor responded by saying there is nothing in the Board policy stating she can't sit in on the meeting.

Mr. Fambrough stated that state law says a person can serve in their position until reappointed or replaced. He continued that being sworn in is just a formality that will take place within the 45 day legal allotted time period.

Mr. Mays asked to see that in writing.

Ms. Synor stated that this will be provided to him. She also stated that due to schedule restrictions, no one was available to swear her in.

Ms. Turner asked everyone to make their selections on the ballots and to pass them to the Executive Assistant to be tallied.

VIII. BOARD POLICY APPROVAL

Ms. Synor asked Administration to electronically send out a copy of the latest Board Policy.

Ms. Turner stated that she would like to see more clarity within the policy manual on several items.

Mr. Mays calls point of order and said the Board should not revisit each point of the Policy manual.

I. AMEND TRAINING – L, SYNOR

Ms. Synor stated there is training for organizational change and shift taking place in Denver immediately after ALA Mid-Winter. She asked the Board for permission to extend her time in Denver by 2 days in order to take part in this additional training. Ms. Synor also stated that she is willing to forgo the American Library Association's June conference in order to participate in this training.

Mr. Mays asked what the training would be related to.

Ms. Synor responded that the subject is change management and organizational oversight.

Mr. Fambrough asked if this will require an additional hotel stay?

Ms. Synor replied that it would require an additional hotel stay. However, the additional hotel is less expensive than the one used during ALA Mid-Winter.

Mr. Fambrough asked who will be conducting the training.

Ms. Synor stated that the company's name is ProSight.

Mr. Fambrough inquired as to how this training will help the Board

Ms. Synore stated that this will help with all of the changes taking place in the Library around programming and budgeting.

Mr. Mays expressed concern over how this may be viewed by the auditor since this training is not done under the Library Association.

Mr. Rashid asked what the cost would be.

Ms. Synor stated that the estimated cost is about \$1200. She also stated that she is willing to contact the auditor if this is acceptable.

Ms. Shaheed commented that these items should be submitted in writing so that it is clear what is being requested.

Mr. Cockfield said that proper public purpose states that once it is voted on, it must fall within the scope of the Library business. He also cautioned the Board about the limited amount of money available for travel given the number conferences and training opportunities available.

Mr. Mays stated that monies improperly spent will be brought into question by the auditor, despite how the Board votes.

Mr. Rashid said that he would prefer to see the documentation before voting on it.

Ms. Synor proposed, due to the fast approaching deadline of this training session, that she would pay for the training and hotel in Denver and return with documentation for the Board to review and to determine if it is within Library business, and if it is determined to be, then she would be reimbursed for it.

II. EXECUTIVE SESSION

Ms. Synor stated that there are some items of concern relating to the Administrative staff that she would like to discuss with the rest of the Board.

Mr. Fambrough motioned to go into executive session for the purpose of disciplinary action for the Administrative staff.

Mr. Rashid seconds the motion.

Discussion: None.

Roll Call Vote: Ms. Synor (yes), Ms. Turner (yes), Mr. Fambrough (yes), Mr. Mays (yes), Mr. Rashid (yes), Ms. Shaheed (yes)

Yes – 6

Motion passes.

The meeting goes into executive session at 6:40 PM.

Ms. Synor calls the meeting back into session at 7:41 PM.

Roll Call Vote: Ms. Synor , Ms. Turner, Mr. Fambrough, Mr. Mays, Mr. Rashid, Ms. Shaheed.

A quorum exists. Present – 6

Also present at the table were: Ms. Sheba Marcus-Bey (Executive Director), Mr. Ross Cockfield (CFO), Mr. E.F. Turner III (Exec. Admin. Assistant).

Mr. Fambrough moved and Mr. Rashid seconds going into executive session.

The meeting goes into executive session.

Mr. Mays motioned to come out of executive session.

Mr. Fambrough seconds the motion.

Discussion: None.

Roll Call Vote: Ms. Synor (yes), Ms. Turner (yes), Mr. Fambrough (yes), Mr. Mays (yes), Mr. Rashid (yes), Ms. Shaheed (yes)

Yes – 6

Motion passes.

The meeting comes out of executive session.

Ms. Turner has stated that the Board has chosen to take no action as a result of the executive session.

The Executive Assistant reads off the total votes. For President Ms. Turner received 4 votes, Ms. Synor received 1 vote, Mr Mays received 1 vote. For Vice President Ms. McClarin received 3 votes, Ms. Synor received 2 votes and Ms. Turner received 1 vote. For Secretary Ms. Synor received 3 votes and Ms. McClarin also received 3 votes.

Ms. Turner stated that Ms. McClarin must either accept or decline the position before the Board can move forward.

Mr. Mays said that this should go back before the Board for another vote.

Mr. Mays moved and Mr. Fambrough seconds to come out of executive session.

The special Board meeting resumes.

IX. ADJOURNMENT

Mr. Fambrough motioned to adjourn the meeting.

Ms. Mays seconds the motion.

Discussion: None.

Roll Call Vote: Ms. Synor (yes), Ms. Turner (yes), Mr. Fambrough (yes), Mr. Mays (yes), Mr. Rashid (yes), Ms. Shaheed (yes)

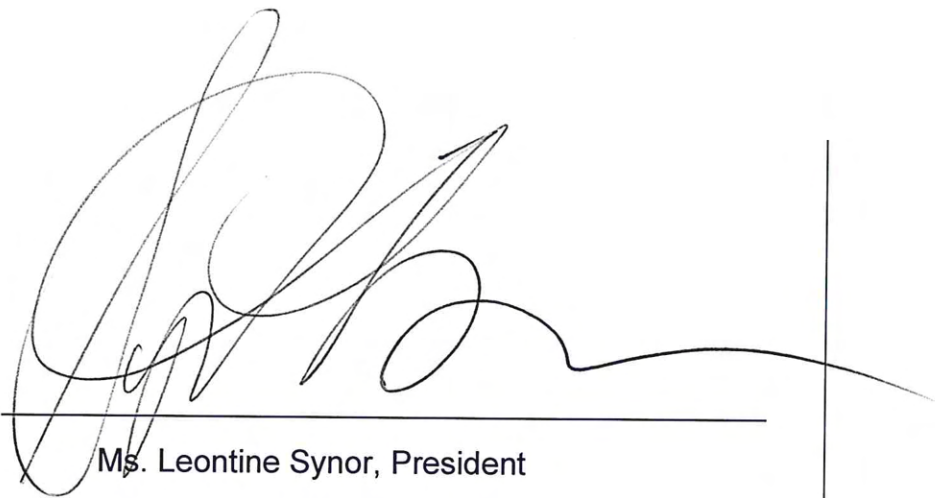
Yes – 6

Motion passes.

[The meeting adjourned at 7:52 PM]

Mr. Fambrough moved and Mr. Mays seconds the motion to adjourn.

Motion passes for adjournment.

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Ms. Leontine Synor, President

Mr. William Fambrough, Secretary