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

Ms. Turner called the meeting to order at 6:31 p.m.

I. CALL TO ORDER
   A. ROLL CALL

Present: Ms. Turner, Ms. Synor, Ms. McClarin, Ms. Shaheed

A quorum exists. Present – 4, Absent - 3

Also present at the table were: Mr. Carlos Latimer (Interim Director), Mr. Ross Cockfield (CFO), 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: Thank you. Next is to approve the agenda. Does anyone have anything they would like to add as far as new business is concerned?

Ms. Shaheed: Well with the agenda, I think on page 9...

Ms. Turner: You don't have the agenda?

Ms. Shaheed: Yeah, I have it.

Ms. Turner: Reading at section 9?
Ms. Shaheed: Oh, okay. I'm done. We'll get to it.

Ms. Turner: But did you want to add any comments about it?

Ms. Shaheed: No.

Ms. Turner: You were asking a question? Oh it's ... if there's anyone who wants to add something to new business. But okay. Can I have a motion to approve the agenda as written?

Ms. Shaheed: The only thing is there's radical things there that's minor. Does it really matter?

Ms. Turner: Are we talking about the agenda?

Ms. Shaheed: Oh, no. Okay, I'm talking about the minutes.

Ms. Turner: Okay. There we go. Then, we are having two entirely different conversations.

Ms. Shaheed: Okay, I got you.

Ms. Turner: Okay.

Ms. Shaheed: Agenda's fine.

Ms. Synor: Do I need to make a motion if we not making any adjustments?

Ms. Turner: I don't think so. Maybe we don't, but I think we probably just should all agree that this is going to be our agenda.

Ms. Synor: Okay.

Ms. Turner: Maybe we don't have to, but ...

Ms. Synor: Well, we'll just put it on record, I know that the agenda would be ... that we move forward, the agenda is printed [crosstalk 00:04:07].

Ms. Shaheed: Second

Ms. Turner: There's a motion being moved to second it. Any more discussion? Mr. Turner, please.

Ms. Turner: Just a minute. We got Thursday. Yeah. Mm-hmm (affirmative). It is.
Mr. Turner: Can we ...

Ms. McClarin: Well, that needs to be corrected.

Ms. Shaheed: Oh, yeah.

Ms. McClarin: I was looking down here at everything [crosstalk 00:04:48].

Ms. Shaheed: We need to acknowledge [crosstalk 00:04:49].

Ms. Turner: We also ... just as you said that, too, obviously I'm noticing that the date says the 24th of January, which is not the minutes that we have to approve.

Ms. Synor: So, if you could just take a minute to [crosstalk 00:05:08] a minute from the meeting to give them five minutes to make the corrections. I move that we suspend the meeting for five minutes to make the corrections to the agenda [crosstalk 00:05:25]. One second, Mr. Mays [crosstalk 00:05:31].

Ms. Turner: We have a motion, can we get a second?

Ms. McClarin: Second.

Ms. Turner: Moved and seconded. We're going to pause the meeting to-

Ms. Synor: Make the corrections to-

Ms. Turner: Make the corrections to the agenda.

Discussion: None

Roll Call Vote: Ms. Turner (yes), Ms. Synor (yes), Ms. McClarin (yes), Ms. Shaheed (yes), Dr. Harris (yes)

Yes – 5

Motion passes.

(Mr. Mays and Dr. Harris and arrive at 6:37pm)
(Meeting is in recess for 5 minutes).

Ms. Turner: It is 6:45, and we are resuming the meeting. We've had an update of the agenda. Can I get a motion to approve the corrected agenda?

(Mr. Rashid arrives at 6:44pm)

Dr. Harris: Madame President, I move for the adoption of the corrected agenda.

Ms. Turner: [crosstalk 00:06:53] motion. We've got a second? Anyone want to second?

Ms. McClarin: I second.

Ms. Turner: Mr. Turner.

Discussion: None

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

Yes – 7
Motion passes.

IV. APPROVAL OF REGULAR BOARD MINUTES FROM FEBRUARY 21, 2019

Ms. Turner: Fantastic. Okay. Let the record reflect that Mr. Rashid joined us at 6:44.

Ms. Turner: Now, Ms. Shaheed, you had some things you wanted to say about the approval of the minutes.

Ms. Shaheed: They did talk about to Mr. Turner [inaudible 00:07:54]. They said that the following [inaudible 00:07:57] of Mr. Turner.

Ms. McClarin: Excuse me, can you speak loud enough so that we can-
Ms. Shaheed: I said we have Mr. Turner at the bottom of page 8 as the speaker. So, was it you or Mr. Turner said that?

Ms. Turner: It would have to be Mr. Turner.

Ms. Shaheed: Yeah.

Ms. Turner: Ms. Turner. Yeah, I think there's that contingent throughout the-

Ms. Shaheed: Yeah, I saw it a couple times.

Ms. Turner: Mm-hmm (affirmative).

Ms. Shaheed: And also, I think on page 9 ... it says [inaudible 00:08:29] the parts is not the same [inaudible 00:08:42], and I said [inaudible 00:08:43] we can return at any library [inaudible 00:08:47]. I don't know if I said it correctly, but I know it's return [crosstalk 00:08:49].

Ms. Shaheed: Then page 11 ... I'm looking at what I said.

Ms. Turner: Yeah.

Ms. Shaheed: [inaudible 00:09:02].

Ms. Turner: So, it should say in your ... one of the things that I noticed also is there seems to be some confusion of wording throughout the document. It's not just here, but that there are some things that are said that don't quite make sense. Like, this says "belonged". She said, return, what's in here is belong? And that's true throughout the document. Because I looked through it, I was like, "I think this is a struggle with having it ..."

Ms. Synor: Transcribed?

Ms. Turner: Mm-hmm (affirmative). And the other thing that occurs to me is we don't have our microphones up today.

Mr. Turner: No, we do not.

Ms. Turner: Which means that next month is going to even be harder to transcribe.

Mr. Turner: We'll see. I hope not, but ...

Ms. Turner: Yes.
Mr. Mays: There's a lot of stuff I have in here to either be corrected, or I would like to ask questions in reference to some of it. Stuff we haven't updated, that would be interim director's report in reference to where we are. In reference to Mr. Gut....

Ms. Synor: Gutkoski?

Mr. Mays: Thank you. Gutkoski in here. Maybe he will give us an update on that as well. And I do agree with a lot of the grammar is totally incorrect. And I guess that some of it comes from, I guess, when anybody cross talks or whatever. It confuses, I guess, him and ... what the other person is saying or whatever.

Mr. Mays: And secondly, I just might as well make it ... since I have the floor ... make it known. There shouldn't ever be minutes with 56 pages. That is ridiculous. And we need to just highlight what took place and what have you, and not word for word in these minutes. And that's more work on Mr. Turner, who has to try to type all this stuff.

Mr. Mays: It just does not make sense. I never seen no minutes like this in my life, and I think I've been on many boards, as well as many other organizations and also government. This is like a book.

Ms. Synor: Let me ... can I respond to you? So, you have several components of what you said.

Ms. Synor: So, the issue with Mr. Gutkoski that's something separate. It's not part of the minutes component of the document. As far as the minutes being 56 pages ... until we, as a board, agree that we want summarized minutes, we have agreed over the last few years that our minutes would be taken verbatim. And Mr. Turner's not the person who types up our minutes. They're transcribed, they're sent out to a company that listens to the minutes for him, and then they fill in the blanks.

Ms. Synor: So, part of the errors come from where, like you said, where it says "crosstalk." It's because people over talk one another, and they can't decipher who's saying what. So, they just put "crosstalk" right there, which leaves some of the sentences to be incongruent.

Ms. Synor: Other times, like when I read the minutes, if there's a sentence or some structure that I know doesn't ... because I know how we all talk ... I send Mr. Turner back a notice to say, "Please listen to this again, and verify that that's what was said."
Ms. Synor: So, there was several instances throughout this set of minutes that came out where I asked them to go back and check what was said because it just didn't seem to make sense from who it was supposedly coming from.

Ms. Synor: The other part of that is before we get to the actual meeting, again, I would ask ... he sends the minutes out in a sufficient enough time that we should be able to read them and send back the corrections so that we're not sitting here going through the process of redoing the minutes again.

Ms. Synor: Part of the 56 pages is the dialogue we're having right now about what's in the minutes. If we go through the minutes when we get the minutes, and then send him back the corrections, we can have what should be in the minutes the right way. So, if you know that you didn't say something, and that's not what's written there, you should be responding back to him. Not waiting until the actual day of the meeting to have that dialogue with him.

Ms. Synor: I read the minutes on the day that he sends them to me. He sends them to me in a word document, not a PDF, and I respond back in every line with the feature that's in the word document that lets you review. And you can put little text box and say, "This is what she wrote right here."

Ms. Synor: So, I know that you don't use the computer, Mr. Mays. That's why the minutes were printed the day that they went out, and that way, if you have corrections, they can come back in and he can make whatever corrections you see to the minutes, too. But until we agree as a board to have summarized minutes, the length of the meeting is how long the pages will be.

Mr. Mays: Madame Synor, in response to my honorable colleague, minutes are to be corrected at either a committee meeting or at the regular general review ... not general review ... at the regular Board minutes, and not to be corrected ... this person calling, or that person calling, or what have you. That's causing confusion. We need ... the minutes supposed to be corrected at an open and transparent. And this is transparent, and we're doing it the correct way. You don't correct minutes behind, unless you're going through and you just say, "Mr. Turner, this is that." But that is not the way minutes are corrected. And it's done by the full board, and not by one person saying this or that to Mr. Turner.

Mr. Mays: So, he never will ... and then, you flip to one of the pages, and I got a whole laundry list here of problems that I find, not only in the grammar in which ... I actually see one where it said "called" not "call." It's "come" which "call." And that was in reference to the chairman said that she would call us. And
they have there "come." And I know that's just a simple one incorrect and there are many others in here as well.

Mr. Mays:
And the reason I brought up Mr. Gutkoski because of the fact that it is in these minutes that the interim director said that he would give us a report ... an update as to where we are in reference Mr. Gutkoski coming out to be here to go over this PACE program, or what have you.

Mr. Mays:
So again, I will say again, whether I don't recall ever agreeing with any minutes being word for word or verbatim of what we have said in the minutes. Minutes are not taken that way.

Mr. Rashid:
Can I say something?

Mr. Mays:
Just as soon as I just finish this, and I'll yield the floor Minutes are never ... I never heard of minutes being verbatim of what a person said in reference. It's a summation of what has taken place. And that's the first time I've heard this, and I know I didn't vote to have minutes verbatim.

Mr. Rashid:
The problem I have with what you're saying is that if we can't even agree to what was said verbally, word for word, how are we going to agree with our summarizing? Because I agree with that. They should be summarized, but if in fact we cannot get through this process where we start talking about words that ... how it was this and that ... how in the world we ever going to agree to summarize because the person will say ...

Mr. Rashid:
So, I don't know what we going to go on this, but I don't think this is the time for it, because we just talked 10 more pages just now.

Ms. Turner:
But this is the thing I will say. This particular set of minutes, I think, has more errors than we've had in recent times. If you have notes, and there's some things ... like I said, I went through it. I definitely saw exactly what both of you have been talking about. So, I think that the thing to do is to ... the truth of the matter is the minutes have to be approved by the whole board. Corrections can be made by anybody, but we have to all agree to those corrections, Mr. Mays.

Ms. Turner:
And so, it seems like we are not in the position to approve these particular minutes, but that if we each have things that we want to see corrected, to let Mr. Turner know that, and that he will send us those corrections. And then, we can approve the corrections as a body, not as individuals.

Ms. Turner:
Because like I said, even if we are each making a recommendation of something to be corrected, it still must be approved by the entire body.
Mr. Mays: And thank you, Madame Chairman, for saying that. Just to capitalize on it, what I was saying ... for an example, what we're doing now. All the minutes need to say, "There was discussion on the minutes by the full board." It does not have to say, "This person said 'this,' that person said 'that.'"

Ms. Turner: Well, here's the thing. We can make a decision [crosstalk 00:19:28]. We can make a decision about that, but I think that this is not the time to have it. I think there needs to be some conversation around that outside of this. But please, everyone let's make your corrections to Mr. Turner and have him send us the updated minutes with all of the corrections.

Ms. Mcclarin: So, we're going to table this?

Ms. Turner: We're going to table this.

Ms. Synor: I move that we table the minutes for February 21st.

Dr. Harris: Second.

Ms. Turner: We move and second. Any more conversation? Okay. Mr. Turner?

Discussion: None

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

Yes – 7
Motion passes.

VII. PRESIDENT'S REPORT

Ms. Turner: Okay. We're going to move on to the president's report and this, Mr. Mays, will answer your question. Because I, myself, spoke with Brian Gutkoski last
week, and this is what he said to me. He was of the impression that our library no longer wanted to have services from the prosecutor's office. And I said, "Why is that?" He's like, "Well, I was told that." I said, "Who told you this and how? Did you get an email? Did you get a letter? Who said this?"
Right?

Ms. Turner: And so, he said he had this conversation with Sheba (Marcus-Bey) and I said ... I mean, he had gotten this from Sheba. I said, "Did she send you an email? Did she write you? Did she call you? Who told you you should not call?" And he said, "It's been a long time, I'm not real sure." So, he said, "If you want to resume services, you need to talk to my boss, Dave Lambert."

Ms. Turner: So, I said, "You know what? Let me have Mr. Lambert's email." So, he sent me an email with Mr. Lambert's information in it, and this is the email that I sent to Mr. Lambert:

Ms. Turner: "Mr. Lambert, over the past few weeks, Ross Cockfield has been reaching out to our attorney of record, Brian Gutkoski regarding legal advice on processes for the ECPL PACE program. Once we were able to make contact, Brian informed us that he was of the impression that the East Cleveland Public Library was no longer receiving legal support from your office, as we had private counsel. He's not able to tell me exactly how or when that impression was passed on to him by a previous director Sheba Marcus-Bey. I am contacting you to say at no time did our board vote to discontinue our relationship with your office, nor do we have any record of Sheba's communication to that effect. We have continually sent our council of Mr. Gutkoski notification of all our meetings, including agendas and minutes, and reached out when we had need for legal support. Please advise, as we have several issues at hand that require prompt and skilled legal support. I'm available by phone at the number below. Terra Turner, President of the East Cleveland Public Library Board of Trustees."

Ms. Turner: So, this is where we are. I have yet to get an answer from Mr. Lambert. I will give him a call, should he not respond to me within the next, probably, 48 hours. But that's where we are. So, I'm of the belief that Mr. Gutkoski no longer wants to work with us. And so, we may be given someone else, and I have no ... like I said, it could be that he's coming back. I don't know. But I do know for a fact that no one ... that this body ever took a vote to discontinue our relationship.

Ms. Turner: And as I pulled emails up out of my email file, there's been a ton of emails that've been sent to Brian to ask him questions, that he did not respond to, clearly. So, like I said, we are waiting to see what happens with this. But there's where we are in the process.
Mr. Mays: Madame Chairman, in all respect, I hope in the future that correspondences of that nature goes out to the full board, and not just the President or one person. Because we speak as a body.

Ms. Turner: This was requested to be from the board president, specifically. They wanted a letter. This was...what it said is that...and I can pull this up for you...I'm going to pull you the message that he sent to Ross (Cockfield). And he sent a message to Ross saying that...hold on for a second. That is...

Mr. Mays: While you're looking for that, maybe we should make a call to Tim, the prosecutor. Tim...

Ms. Synor: McGinty?

Mr. Mays: McGinty? Not McGinty...Tim...I forgot his name. Tim...

Ms. Turner: O'Malley.

Mr. Mays: O'Malley. Tim O'Malley. He's the prosecutor now.

Ms. Turner: Mm-hmm (affirmative). But the person who is next up the flagpole, I guess who he would send us to talk to, is Dave Lambert.

Mr. Mays: I understand that, but I'm saying he is prosecutor.

Ms. McClarin: You want to go to the top. If you can't deal with nobody, you need to go to the top.

Ms. Turner: Well, like I said, we have just gotten an answer. The truth of the matter is we have been reaching out, we had gotten no answer, we got one, and they said, "Send us a letter saying that you want..." And like I said, let me go back to exactly what was said so everyone knows. And I'd be more than glad to forward this to you.

Ms. Turner: But like I said, all of this came for...had we held this until next week...I mean, until this week, we would've been even further back in the process. Here we go. So...I'm sorry.

Mr. Rashid: Can I ask a question while you're doing that?

Ms. Turner: Sure.

Mr. Rashid: I was just thinking, to the Interim Director...is it possible that we just reach out and touch base with Gray Bar to find out how they support institutions like ours so, at least, we can get an idea that if they have other examples of
institutions like ours that work with them. So, at least, we can get an idea and start doing something moving forward.

Mr. Rashid: Because these people ... I don't know how long this is going to take. And see, every month that goes by, we're still making payments on a loan that we're wasting or money.

Mr. Latimer: Mm-hmm (affirmative). We can do that.

Mr. Rashid: So, at least, maybe we can touch base with them to see if they have other examples of institutions that they currently work for, and how they've met the requirements that are associated with engaging.

Mr. Mays: We need a list of the companies whom they've dealing with in order to get-

Mr. Rashid: Right, but at least, we could start making some progress. And then, we could just wait. Before we sign anything, we could get the sign off from Mr. Brian or whoever they assigned to us. Because I knew something had went wrong when we can't get this man to respond to us or anything else.

Mr. Rashid: So evidently, in his mind, I don't think he just took it upon himself to ignore us. I think he, in fact, had been told that he was no longer needed. So, now that we're going to re-engage with him, we get that done as quickly as possible. But in the meantime, at least we can reach out to Gray Bar and find out. Because they very well possibly could be working with other institutions, and they know what the hurdles are. And maybe it'll give us a little background information of how they meet those requirements.

Mr. Mays: And I appreciate that, my colleague. While we're waiting on her, we have to speak as a body. We don't speak as individuals. And so, maybe this is why Gutkoski or whatever is not responding, because of the fact we are doing it one on one [crosstalk 00:28:24].

Ms. McClarin: No board member has spoken to him. No board member's spoke to him.

Mr. Mays: Excuse me?

Mr. Rashid: That's a good point Mr. Mays.

Ms. McClarin: No board members spoke to him.

Mr. Rashid: Right.

Ms. McClarin: That was a conversation, according to him, between the director, who asked, and he didn't report back to a board. But we don't want you to think
no board here stopped any process. No, and like I said, the president has the authority to go and take care of things-

Mr. Mays: If we authorize her to do so? She doesn't have to do it on her own just because she's the president.

Ms. McClarin: Right. We voted her as the president, and that's part of her job.

Mr. Mays: I understand that, but she doesn't... What I'm saying to you, again, that this board speaks as a body.

Ms. McClarin: And I agree with that, but-

Mr. Mays: They authorize the president to do this, that, or the other. Not one president just going out on her own doing it. That is not the way-

Ms. Turner: No, that wasn't-

Mr. Mays: No, I'm just putting that out in response to what she says.

Ms. Turner: Like I said, this was requested. What I'm going to do is, as opposed to reading you all of the email that has gone through from Ross, from me, from Brian, from Andy ... is forward it all to everyone so you can see what has happened.

Mr. Mays: Thank you, that's what I've been asking.

Ms. Turner: Like I said, the request was to come from me, and I sent the information to Mr. Lambert. We will, sometime this week I'm sure, be getting an answer. And so, in all that, the staff has all been cc'd on it. So, we're all ... everybody is aware of what's happening. But that's what the problem was, and we got no answer.

Ms. Turner: The other thing is ... this is a legal arrangement that is set up by state law, and they're all aware that the board runs ... that board decisions are necessary for certain things in order to override.

Ms. Turner: So, I'm not sure that it is reasonable that even the Executive Director can say without a declaration from the board that we're severing ties with the prosecutor's office. I don't think that's reasonable. Plus, we've been reaching out to him all this time. It's not like we stopped. You know? And if you look back on all ... because I went back all the way back into this time last year. He has gotten everything.
Ms. Turner: So, there's some inconsistency with that idea. So, just so you know, that's the important thing that I wanted to share in the president's report. You know, like I said, we had gone about the business of getting the prosecutor's office back in. Hopefully, we will have somebody sitting at our table next month when we meet.

Mr. Mays: And Madame Chairman, the only thing I ask, that we, the board, get a copy of the letter. And the board should be cognizant of you making these inquiries or what have you, without just going out there on your own. Because this board needs to be cognizant as to what's going on in this board, and not just one or two people knowing ... you should share it with the whole board.

Ms. Turner: Well, like I said, every communication ... there are situations where there's conversation that people want to have with the board president. That is true. And as is true with the secretary. The secretary sends out letters for representing the board, also. Those things happen. And it's not that they are not public information, like everything that happens, but they are not held for the meeting because we have to do business in the process of the month.

Mr. Mays: I understand that, Madame Chairman. But what I'm saying to you ... perhaps you're not hearing me ... this is a board, and it speaks as a board.

Ms. Turner: Yes.

Mr. Mays: If there's correspondence going out, all the board members should be cognizant of what's going on where as we won't be left in the dark. That is not the way this board-

Ms. Turner: You're not left in the dark.

Mr. Mays: Excuse me. That is the way a board should function, not function by just one person doing this, and one person over here doing that. And nobody knows what's going on here.

Ms. McClarin: Can I ask a question?

Mr. Mays: Yes.

Ms. McClarin: So, Mr. Mays, are you saying when the president gives her report, and tells us what's been going on behind the scenes, it's not enough? Is that what you're saying, or are you saying you want information before we get to the meeting? What is it that you want? What is it that you figured as being-?
Mr. Mays: This board authorizes ... say for an example, you just-

Ms. McClarin: I said she gave the report-

Mr. Mays: No, no, no. That's not what I'm saying-

Ms. McClarin: Wait a minute, now. I'm asking you. That's not good enough? Is that what you're saying? You want a different kind of process?

Mr. Mays: The process should be this: if we authorize the president or Ms. Synor, whomever-

Ms. McClarin: The Secretary.

Mr. Mays: To have conversation-

Ms. McClarin: On our behalf.

Mr. Mays: With Mr. Gutkowski

Ms. McClarin: Right.

Mr. Mays: That should come from the board and the board sanction, whereas you have the authority and power ... "I'm speaking from the board because the board has authorized me to make this contact."

Ms. McClarin: That's what she did. That's why I don't understand what the problem is.

Mr. Mays: The problem is she sent a letter; we were not cognizant of that--

Ms. McClarin: She told us in her report.

Mr. Mays: You still don't get it.

Ms. McClarin: I don't.

Mr. Rashid: I guess what he's saying is just CC us you see.

Ms. McClarin: That's what I'm trying to get to. What do we want?

MR. Rashid: That's what I think he's saying.

Ms. McClarin: When she does things, you said send out right then. That's all I was asking. But--
Mr. Mays: That we should ... Also, the letter or whatever, I said that early on. I'm saying' again, take for an example. I'll use you for an example.

Ms. McClarin: Please do.

Mr. Mays: If I, the board say we want you to go and speak with Mr. Gutkowski. That comes from the full board.

Ms. McClarin: Yeah.

Mr. Mays: They empower you. You don't have to be President, or you don't have to be this or that. You're the member of the board. The board has authorized you to speak for me. That's all we're saying.

Ms. McClarin: Okay, alright.

Mr. Mays: Now because she the President, doesn't mean that she goes out here and speak for the board without our consent. That's what I'm saying.

Ms. Turner: Ms. Synor.

Ms. Synor: I think we have to take everything into context. If the request from the people said that it needs to come from the board President, then I think that if they're between meetings, there is a transaction that needs to take place that if it's said that there, she went on a mission and I think we need to look at the whole context of this. The question was asked last meeting to get some information from Mr. Gutkowski. Mr. Gutkowski said I can't give you that information and the way that you need to get is that your board President needs to send a request for the information. That's a follow-up to something that we initially asked her to do.

Ms. Synor: This was not something separate, a separate transaction. It was a completion of a transaction. And so, she's letting us know, hey you said, contact Mr. Gutkowski, we need this information. He said I don't have it for you and the way that you get it is to have the board President ask my boss. That's what this sounds like to me. This doesn't sound like she went out and did something without our permission. We gave her permission to ask for something, we told her to ask Mr. Gutkowski for support on a particular instance, he said can't do it because I don't work for you no more. I need for you to ask my boss and she followed through with the process.

Ms. Synor: This does not sound like what you're talking' about Mr. Mays, which I understand me. You're saying that if she's going to speak on behalf of the board, the whole board needs to agree that she's doing that. This was a follow-up. I don't think this is what you're talking about. And I get what
you're saying. That if she's going' out or anybody, then this board is speaking for the board, we should have given whomever it is that's speaking, the right to say on behalf of the board this is what our position is.

Mr. Mays: And I understand that differently because I thought we had spoken to the interim Director to contact Mr. Gutkowski.

Ms. Turner: That actually happened. What happened was that Ross was the person who was reaching out. I'll say it again. Ross is the person that's saying out. Ross forwarded me an email, from Brian Gutkowski that said have your board President send a letter to my boss. I called Brian to clarify that. I'm like, I'm the board President. This is Tara, I'm the board President. I need some clarification and I asked him the exact questions that I quoted you in the email I sent. I said, did you ... Who said this? When did they say it? Do you have any documentation to support that? We don't have any documentation here on the ground. We have not taken any vote to disconnect ourselves, we need skilled and prompt legal service. Please advise.

Mr. Mays: I have no problem with that. The only thing I said in reference to that, to give the board a copy of the letter--

Ms. Turner: Oh I'd be more than glad to do that. And like I said, this literally just happened at the end of the week. So, there was no time to be, I mean I could have sent it out but then that would have generated a whole lot more questions and it just happened. So, I figured, well, have a conversation at the meeting, everybody will be brought up (to speed). I've not said anything, I have not given an opinion that is not a truth that is, or request something that is outside of what we wanted, which was support from the prosecutor's office.

Mr. Mays: And see, this way would eliminate, eradicate these problems that, this one talking to and that ones talking to as you've just indicated, when you inquired as to whom that made these statements that--

Ms. Turner: Yeah, no. Like I said, Ross has been the one, if you look back in the email, if you go into your email and do a search for Brian Gutkowski, every email that's been sent to you that also went to Brian Gutkowski will come, will come right up. And if you look at that, you will see that there was never a disconnect in communication with Mr. Gutkowski about anything going on in this library. All of the pace information that's sent to Mr. Gutkowski, everything that's in there. So, it's not like we haven't been in communication and even when Ms. Bennett was around, he still got an update on everything.
Ms. Turner: So, I'm not sure why they, they were of this belief but what we are--

Mr. Mays: Well, you said what the belief was that someone told him--

Ms. Turner: Oh yeah, but what I'm saying is is that we were very clear as a board. We want their support and that's what I sent a letter to say. We definitely want that support; please advise how we need to make that happen.

Mr. Mays: I would just say Madam Chairman, in view of that fact then we need to take this to heart and from this point forward, not having as I said, this one and that one unless the board authorize this person. Then we know as to whom we are authorized to contact and if that person is not, that eliminates that as I said early on. It was my understanding that Mr. Latimer was the one authorized to make those contacts. So that's why I made mention of that in the minutes there. I brought it up in there and you--

Ms. Turner: Like I said it came to me because the staff said he wants to hear from you.

Mr. Mays: I know, okay, I understand.

Ms. Turner: And what I communicated was what our intention was as established at the last meeting. We want support from the county. So, let's move on with Mr. Latimer, communications.

VIII. COMMUNICATIONS

Mr. Latimer: There are no communications. For Section number 6 however, there will be a resolution for a communication--

Ms. Turner: Okay.

Mr. Latimer: Around something.

Ms. Turner: Okay. Do you want to go on to the Director's report then?

VIII. DIRECTOR'S REPORT (C. Latimer)
Mr. Latimer: Oh yes. The Director's, interim Director's report for February 2019. February was a very busy month for us and our children's and teens room and programming around there. We had a program called Library Squad where there was book and short story discussion. There was the drop off African dance and drumming which was well attended. The youth Valentine's Day party, exploring America History month programs, Black History Bingo Challenge. We had regular story time. We also introduced characters to our story time thanks to Ms. Brown over there. And also, one of the new initiatives that we started was My Children Can Read, a literacy program around helping children in grades Pres through 6th grade to improve their reading skills and increase their reading levels and speed. This is well received by parents. It's hopefully, we can report out some positive outcomes.

Mr. Latimer: In our adult programs, we had the Jerome Jennings concert. We packed the house. The annual Blacks Museum Artist Showcase, every seat was taken for that program. We had a Black History Career program, we had our movie series Freedom Writers around Martin Luther King, of course Presidential Day, interesting facts. Technology, there will be a resolution from the Finance Committee that we received a $15,000 funds from the Cleveland Foundation to assist us in purchasing data hotspot devices.

Mr. Latimer: We also had small business owner classes on how to enhance their websites. Also, Sarah Greene was a participant in Denver for the Non-profit Technology Enterprise Network. She was a digital inclusion fellow to help build capacity and leadership in non-profits for bridging the digital divide in communities. We had our ongoing outreach at Salvation Army in McGregor. Of course, our Job Shop included resume cover letter, job search, email setup, job testing. For operations, we will be installing a credit card machine at the circulation desk so patrons can pay their fines with credit cards.

Mr. Rashid: You rolled over there pretty quick, but I just wanted to say great job. I mean, $15,000. You rolled over it like you was talking about $1,500.

Mr. Latimer: There is a resolution for that.

Mr. Rashid: Alright, great job.

Mr. Mays: Madam Chairman, Mr. Latimer, in reference to hotspots. Have you had any updates, are there any updates you want to give us because we had a heated, well not a heated but a discussion in reference to the hotspots?

Ms. Shaheed: That's coming.

Mr. Latimer: Ms. Shaheed is going to report out all of the library services committee.
Ms. Shaheed: When we get to the committees, I'll bring it up.

Mr. Mays: Oh.

Mr. Latimer: ...and the Policy, and some discussion around that. Yes sir.

Mr. Mays: And how was the Job Shop attended? Was it well attended?

Mr. Latimer: Well attended. That's a service that we provide when we opened our doors. Most of our patrons are, they're coming in for the computers or they're coming in specifically to the Job Shop to look for jobs, setup cover letter, resumes, and anything related to their job search.

Mr. Mays: I know you said the Cleveland Foundation, they're in a strain attached to if you could use the date there, I would appreciate it as to how the $15,000 was to be spent.

Mr. Latimer: The $15 is to be spent for--

Ms. Turner: $15,000.

Mr. Mays: $15,000.

Mr. Latimer: $15,000.

Ms. McClarin: Yes, it says for 15 4G unlimited hotspots.

Mr. Latimer: I will say 90% of the that is going to be used for hardware, the hardware, which is the hotspot and the data around it. The rest is for professional development around digital literacy, which they've identified some opportunities for our staff to participate.

Mr. Mays: I was asking if there were strings attach to it there. That's what I'm saying, what I'm speaking at.

Mr. Rashid: I had a question too. I thought that the way that our relationship was with Verizon or whoever we're working with, was that they provided the equipment and then we paid for the actual use of the data. Was I mistaken with that?

Mr. Latimer: That's correct, however, with this particular initiative they've identified another provider--

Mr. Rashid: Oh, okay.
Mr. Latimer: For that. So, we won't be using Verizon with this $15,000. We're still in contract with Verizon for what we have in the collection.

Mr. Rashid: Okay. So, this would be an additional, over and above what we currently have?

Mr. Latimer: Correct.

Ms. Turner: That is correct. Whatever their price.

Mr. Rashid: And at the end of our, I guess we can continue to cultivate that relationship so at the end of Verizon's contract we can keep walking'.

Mr. Latimer: Correct.

Mr. Rashid: Okay. Great job sir.

Mr. Latimer: Thank you. That's it for the Director's report.

Mr. Latimer: Oh, the personnel report. Thank you, Ms. McClarin. Did you want to go over that?

Ms. McClarin: It goes with your [inaudible 00:47:04].

Mr. Latimer: The February personnel report, there were zero retirements, zero resignations or terminations, no new hires, no recommendations.

Ms. Turner: Alright.

Mr. Latimer: We still have a posting; however, we started the interview process for the Security Monitor position. It's part-time. We also started the interview process for the Library Associate part-time, which is going to give us coverage, additional coverage on Saturday's. That's the goal. The sick and vacation report, Ross do you have anything?

Mr. Turner: No sir.

Mr. Latimer: It's attached, and our current staffing levels is at 30. Any other questions around the personnel report?

Mr. Rashid: I have none.

Mr. Mays: I have one question. I've been getting some calls in reference to the library being closed on Sunday. So, what is your take as Interim Director as far as opening the library. I remember the library has been open on a Sunday with
some programs or whatever's going on here. So, is that the only time it's open? Whether we have a program or something on Sunday?

Mr. Latimer: That is correct. The library is open for library business when there is a program for reduced hours. Normally, the program starts at four o'clock or we'll open the doors at one o'clock.

Mr. Turner: Three.

Mr. Latimer: Three o'clock. So, our patrons will have a couple of hours if they're not attending a program to use library services. The vision moving forward depends on our financial situation because there is a cost to opening on Sunday's. That biggest cost is staffing. A secondary cost of course is utilities. That's something we can propose and look at down the road. I am going down to Legislative Day. I have the opportunity, I will have the opportunity to meet with the Governor before Legislative Day where there'll be a discussion around potential, a potential increase in the PLF. So hopefully, that's some positive news and boost into our PLF in the near future where we can adjust our services accordingly.

Mr. Mays: Okay thank you.

Mr. Rashid: Please let me know exactly when that is. I'd like to put a bug in someone’s ear and let them know you’re coming.

Mr. Latimer: Okay.

Mr. Rashid: Okay.

Mr. Latimer: I'll look into it.

Mr. Rashid: You don't got to do it now but--

Ms. Turner: We're done with the Director's report?

Mr. Latimer: Yes.

Ms. Turner: Okay, Ross, the Fiscal Office's report.

Mr. Mays: Before we go there Madam Chandler, I move that we accept the Fiscal--

Ms. Synor: Interim Director's.

Mr. Mays: The interim Director's report.
Ms. Synor: I second.

Ms. Turner: We a motion and a second. Anymore conversation? Mr. Turner.

Discussion: None

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

Yes – 7
Motion passes.

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

Mr. Mays: And at that caveat, I hope that we will put the information out in reference to the Director whereas we can put him in and not have to say Interim Director as a Director. So, we need to have a contact person until at this point.

Ms. Turner: Fiscal Offices Report Mr. Cockfield.

Mr. Cockfield:

Fiscal Officer Report
Ross A. Cockfield, Fiscal Officer
For Financial Period ended February 2019
Prepared March 2019

Financial reports as of February 28th have been reviewed in committee. I have presented the Board with a set of financials I believe compares favorably with what I had been presenting. As I've mentioned this system is extremely comprehensive and is capable of generating a flexible array of reports. As we go forward, I'd be happy to take whatever suggestions the Board has so far as getting reports that might be more explanatory or focuses on information more relevant to Library operations.
We are still attempting to reconcile the system. We have been able to reconcile the system's bank register with our banks for the last two months (i.e. US Bank and Star Ohio) — all disbursements and deposits have been matched between the system and the bank, however we have been unable to reconcile the system's cash account(s) with bank(s). Entries which were inadvertently posted in 2018 have caused problems to the 2019 G/L balances. I've been working with our consultant and the support team to try to uncover the difference(s) and make the necessary corrections. Once corrected I'll present corrected and reconciled financial reports to the Board for review and approval.

In order for the Board to begin using/accessing the system I would suggest that three members of the Board receive the necessary instruction and that they in turn train or instruct the other members. If agreeable with that process, please give me names and available times for me to present to our consultant for training.

Our Permanent Appropriations are before the Board for approval. Appropriations have to be approved by March 31st and submitted to the Budget Commission. As we go forward into the year, we will be continually reviewing the budget for corrections and/or amendments. Also, given the system's flexibility we can adjust the budget to better accommodate expenditure cycles.

Also, before the Board is our Tax Budget representing our revenue and expenditure estimate for tax year 2019, and calendar year 2020. This budget has to be approved by the School Board by May 31st and submitted to the Budget Commission by July 15th of this year. We're completing the process of making a complete backup of the UAN and the last four years of data for historical comparisons and reference. We should be turning in their (AOS) computer and printer within the next few weeks.

Mr. Cockfield: That completes my report.

Ms. Turner: Mr. Mays.

Mr. Mays: Yes. A couple of questions to Mr. Cockfield. Whom shall make the recommendation that the three board members attending? That's my first question.

Mr. Cockfield: Yes sir.

Mr. Mays: Who made that recommendation?

Mr. Cockfield: Oh, I'm recommending.

Mr. Mays: Oh, you're recommending.

Mr. Cockfield: Yes sir.

Mr. Mays: Why three?
Mr. Cockfield: Just short time, save time. That's all.

Mr. Mays: Okay, the next question. In as much as the School Board is in a dilemma, I'm wondering, I know that we probably need to elect a school board that will maybe sign off on it because I don't think the appointed school board has the authority to sign off on the recommendations that you have there. Also, before the board, whatever it was.

Mr. Cockfield: The tax budget, is that what you're referring to?

Mr. Mays: Whatever you said about this, you referred to the school board.

Mr. Cockfield: Yes, that's the tax budget.

Mr. Mays: So, my question if you know, but I know the elected school board is the only one that can authorize any taxes or any money or things of that nature and not the appointed school board. So, do you know as to whom you are going to present it to?

Mr. Cockfield: No, I don't. What I'm going to do is upon approval, I will forward it to the Treasurer. I'll forward it to the school's Treasurer and let her worry about it.

Mr. Rashid: Just follow the same procedure you've always followed.

Ms. McClarin: Right. If I may add a comment?

Ms. Turner: Yes, please.

Dr. Harris: The, according to Ohio revised code, there was something. The elected school board still has the authority. Their authority is to put, place limits on the ballot. This is within the realm of their authority. The other, there is no non-appointed school board. It's an academic distress commission which was appointed by the state superintendent of public instruction. So, they're within, just send it to the Treasurer.

Mr. Mays: Because I know they'll say it because it had been discussed that for a tax levy then they have to bring the elected school board in to do that. They're the only one that can do that, and they said they wouldn't never do that. You didn't recognize our vote, I mean people voted for us so why should I, why should you know, do the whole thing? So that's why I was asking the question in this dilemma that we are facing.

Mr. Rashid: Are the parts... Is the financial that you..., Was that the end of your financial presentation?
Mr. Cockfield: Yes, that's it.

Mr. Rashid: Okay because I had a question. I see some checks in here and this is the check register of all the checks that went out?

Mr. Cockfield: Yes.

Mr. Rashid: Are there any checks in here that have been written to staff members or board members that were not direct reimbursements for library related work? I guess what I'm trying' to say is, there's an ethics issue regarding--

Mr. Cockfield: That would never be the case.

Mr. Rashid: Each one of us. Okay, so if one of us has relationships with other companies that are being paid from the library that has to deal with contracts with the library.

Mr. Cockfield: No, no as far as I know, no.

Mr. Rashid: Okay.

Mr. Cockfield: Yeah.

Ms. McClarin: Alright, we even had a sign-- Remember they had us sign that ethics form too.

Mr. Cockfield: Okay.

Ms. McClarin: It was at the beginning of the year or at the end of last year. Something like that.

Mr. Rashid: because I remembered that. That's why I'm asking the question that I'm just curious to make sure that --

Ms. McClarin: And it does show up on here. If we, I get a reimbursement, my name, if my name and everything would come up on here too.

Mr. Rashid: Right and any company that one of us owns could not have a relationship directly with the library as well.

Ms. Turner: Right.

Mr. Rashid: Okay, thank you.
Ms. Turner: We can't even participate in the [inaudible 00:58:17]. If we have a family member who has a company who's always contracted with the library, then we would have to excuse ourselves from a voting for that.

Ms. Shaheed: Even the Interim Director and we knew him. It should be off the list. Anyone you know because East Cleveland under scrutiny constantly.

Ms. Turner: Oh yeah.

Ms. Shaheed: So, we have to look out for things like that. because the situation now, we try to pick someone, and we should not know the person on no level.

Ms. Synor: I disagree.

Ms. Synor: I disagree. I think that you can't vote. So, say the first time--

Ms. Synor: If somebody came here personally that I knew who was qualified for that position, I would step down, I would step down from the vote.

Ms. Shaheed: And you're still not a part of the situation and that's making that decision.

Ms. Turner: Right.

Ms. Shaheed: That's what I'm saying. That's the bottom line.

Ms. Turner: Right.

Ms. Synor: Recusing myself from the vote.

Mr. Mays: It's not a matter of recusing yourself. If you know someone and they're coming, yes, I know them, but you have that no dealing with them and that's not waiving your vote. You can vote on that whereas you have to recuse yourself if you're involved with the person business, et cetera.

Ms. Synor: I understand the rules behind its Mr. Mays. I'm just saying, I didn't go into the in-depth detail that you're getting ready to go into which is going to add 10 pages to my minutes. I understand what you're saying. I get that. I understand that.

Mr. Mays: Well, it's not adding 10 pages. I just wanted to make it crystal clear of say for an example. When we put advertise, that's why I said record. We have to advertise that we eradicate any--

Mr. Rashid We spoke with the proper professionals.
Mr. Mays: Yeah.

Ms. Turner: Right.

Mr. Mays: By advertising for an Interim Director. We may know Mr. Latimer because he's our Interim Director. That does not stop me from voting for him.

Ms. Shaheed: Exactly. Or he didn't have a personal interest in this person being involved in the process.

Mr. Mays: Right.

Ms. Synor: That's the ethical issue.

Ms. Shaheed: I understand that but we're talking about past practice in East Cleveland. And I can write a book on that.

Ms. Turner: The nepotism that is what we want to avoid.

Ms. Shaheed: Absolutely.

Ms. Turner: I understand what you're saying. Mr. Cockfield, are you done?

Mr. Cockfield: Yes, I am, thank you.

Ms. Turner: Okay. Can I get a motion to approve Physical Offices report?

Dr. Harris: I move for adoption.

Mr. Rashid: I second.

Ms. Turner: It's been moved and seconded. No more discussion? Mr. Turner.

Discussion: None

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

Yes – 7
Motion passes.

Dr. Harris moved and Mr. Rashid seconds approval of the Fiscal Officer's report.

The Fiscal Officer's report is approved.
IX. PACE UPDATE

Ms. Turner: Fantastic. Okay, we have up next the PACE update.

Mr. Cockfield: I was going to write something but frankly, there was really nothing to write other than basically to summarize what Ms. Turner has outlined to the board. I do possibly just need to inform the board that the reason I was going to Mr. Krakowski in the first place was because I wanted to get his approval for us to use a joint purchasing agreement to not necessarily bypass something if that's the proper word, but to use instead of an open bidding process. I was simply... I've found the Ohio revised code reference, I submitted that reference to him and I just wanted to get his concurrence that it appeared as if we did have that latitude and I simply wanted to get his concurrence that I was right, or wrong.

Mr. Cockfield: But, I simply wanted a yes or no from him and not necessarily a legal opinion. And that's where things have kind of stalled.

Mr. Rashid: You're speaking specifically of way bar? Okay, because I was reading through the information. That's why I think that we could possibly contact them to find out how they've handled these. But in the meantime, at least I'm getting some idea of moving forward. Because every month that goes by, we're making another payment and it's just--

Mr. Latimer: Mr. Rashid, we'll work on that first thing tomorrow morning.

Mr. Rashid: Okay. If I could be of any help in that process, just let me know.

Mr. Latimer: Okay.

Mr. Rashid: Because we can set something up with our times. If you need my help, let me know.

Mr. Latimer: Thank you.

Mr. Mays: Ms. Turner, the only problem I have with that is in as much as they are part of a, came to us to a recommendation is that correct Mr. Cockfield? GrayBar or whatever that is?
Mr. Cockfield: No, I wasn't referencing Graveyard. I was simply referencing our use of joint purchasing agreements. That's all.

Ms. Turner: Joint purchasing is administrated by one of those companies.

Mr. Cockfield: Exactly. That's exactly right.

Mr. Mays: The only trepidation I have in reference to that, because of the fact that it didn't go out for bids. If anything, that the Ohio revised code says anything 50 above and below. I mean, well 50 above, has to go out for bids.

Mr. Cockfield: That's not the case.

Mr. Mays: And so.

Ms. Turner: This is a conversation that we had last month in committee related to this. We are thinking that this project, this process exists that it allows things to happen outside of the traditional bid process. It does exist, it is legal. We want to make sure that it's legal for this particular program. And is not just for the thing, the first thing we're looking at is light but it's not ultimately not just for lights, but it'll be for the entire PACE process. But, like I said, we definitely need to have some legal support.

Ms. Turner: Unfortunately, that process has been delayed but we're--

Ms. McClarin: Well move to sign that.

Ms. Turner: But we're in process.

Mr. Mays: And--

Ms. Turner: But let's--

Mr. Mays: I would concur with you getting a legal opinion and let Mr. Gutkowski know that this is very, very important and we need his--

Mr. Cockfield: Oh, he's aware. He's aware.

Mr. Mays: But we have to, because time is of the essence because they're costing us. And so--

Mr. Cockfield: Well, it was after, it was actually after I sent him the second email indicating to him that time was of the essence that he sent his response saying that he was no longer with us.
Ms. McClarin: That's what I'm saying, we can't move. But we got in touch with his supervisor and I said we got a ball in their court.

Ms. Turner: Absolutely. Thank you for the update Mr. Cockfield. Our finance committee report.

FINANCE COMMITTEE

Ms. Synor: I have several of the items for the ... If you want to take the ... I'll gladly turn it over.

Mr. Rashid: I was going to say, ditto what he said.

Ms. Synor: Oh, okay. That was what he says. Pretty much that was the discussion that we had for the finance committee. Meeting is sharing that information with us and so that we don't rehash anything, I'm going to go ahead and go to the resolutions that are before us from the finance committee.

Ms. Synor: Resolution number three, I'm sorry, 03-01-2019. Resolution to adopt permanent appropriations. The Board of Trustees of the East Cleveland Public Library resolve to approve the 2019 permanent appropriation for a general fund totaling $2,336,803.17. Building fund appropriations totaling $18,000. Flewelling Fund appropriations totaling $5,000. And Performing Arts Center Fund totaling $14,500 per the following details.

Ms. Synor: Ladies and gentlemen, please look at the detail attached. The total sum for funds is $2,374,303.17. I move for its adoption.

Mr. Rashid: I second it.

Ms. Turner: It's been moved and seconded. Any further conversation?

Mr. Mays: Yes, building fund appropriation totaled $18,000. Is that enough to cover what we have to do in as far as a furnace and things of concern Mr. Cockfield?

Mr. Cockfield: Yes. All of the other, not other, but all of the major facilities improvements would be covered by the PACE program.
Ms. Turner: That's only until we spend it. We spend it and then we get it back.

Mr. Mays: So this is what we had, carrying on the books for months, is that correct? Or just the same as always?

Mr. Cockfield: No, this is not the fund balance. This represents the money we anticipate spending out of the building fund this year.

Mr. Mays: So that purchasing and installing, that you think the $18,000 will cover all of that?

Mr. Cockfield: Purchasing and installing?

Mr. Mays: ...The furnace

Mr. Cockfield: That would be covered out of the PACE program. That's not out of our building fund.

Ms. Turner: That's for improvements outside of the PACE program.

Mr. Rashid: Well, wouldn't you say we're actually guessing? Because we never got firm numbers to even know what exactly this is going to cost us. So, if in fact, we have cost overruns, would this $18,000 will come into play?

Mr. Cockfield: Yes.

Mr. Rashid: Okay. Thank you.

Mr. Cockfield: And, just to kind of follow up on your question, if in fact we need to increase that appropriation, we can do so.

Mr. Rashid: Okay.

Ms. Turner: Okay. It's been moved and seconded. Is there any more conversation? Mr. Turner, please?

Discussion: None

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

Yes – 7

Motion passes.
Ms. Turner: Okay, moving onto the next thing Ms. Synor.

Ms. Synor: Resolution 03-02-2019 to adopt the tax budget for 2020, whereas Ohio revised code section 5705.28 requires the East Cleveland Public Library Board of Trustees to submit its tax budget to the board of the East Cleveland School District on, or before May 31, 2019. Give resolve that the following tax budget indicating the income needed by the East Cleveland Public Library for the year 2020 is $2,236,800 of which approximately $1,422,050 would be received from the public library fund of the state of Ohio be submitted to the East Cleveland school board for submission to the county of Cuyahoga on or before July 20, 2019. See the accompanying schedule.

Ms. Synor: I move for its adoption.

Ms. McClarin: Second.

Ms. Turner: It's been moved and seconded. Any further discussion?

Mr. Mays: Yes. Mr. Cockfield, can you elucidate on why we asked them for a tax increase at this time?

Mr. Cockfield: We're not asking for a tax increase.

Mr. Mays: It says here... Where is it? Resolution adopting the tax budget for 2020, okay tax budget. Okay, I retract my statement.

Mr. Rashid: Another question I had too, Mr. Cockfield, where is that... Well because it's not specifically about this document, so I'll just hold my question.

Mr. Mays: But I'll say this, ask this question, do you think the school board's going to sign off on this?

Mr. Cockfield: Yes.

Ms. McClarin: Mm-hmm (affirmative).

Ms. Turner: They do every year.

Mr. Rashid: They do every year.
Mr. Mays: But we're not in the dilemma that we've been in.

Ms. McClarin: But we just discussed it. It was said that the school board's still in charge right now, the commission must not do that.

Ms. McClarin: I don't think the school board's going to support us. They know we need the money out here.

Ms. Synor: Are they the same people who came and stood in the audience, that asked us to support them two months ago?

Ms. McClarin: Yep. [crosstalk 01:12:01].

Ms. Synor: One hand watching the other it seems like to me.

Ms. McClarin: They want the library open, so they're going to support it.

Ms. Synor: It's the community's gym, why would they shut it down?

Mr. Mays: They wouldn't be shutting it down it's just because they've been shut down.

Ms. Shaheed: [crosstalk 01:12:18] They going to only hurt themselves if they go against us.

Mr. Mays: Mm-hmm (affirmative).

Mr. Rashid: Yeah. That's exactly right.

Ms. Turner: Can we take a vote?

Discussion: None

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

Yes – 7
Motion passes.

Ms. Synor moved and Ms. McClarin seconds approval of 03-02-2019. Resolution to adopt the tax budget for 2020.

Resolution 03-02-2019 is approved.
Ms. Synor: The resolution passes. Resolution number 03-03-2019. Resolution to receive a grant from the Cleveland Foundation, library hotspot lending program. The board of trustees of the East Cleveland Public Library approve the receipt of $15,000 from the Cleveland Foundation to support the library’s hotspot lending program and address the digital literacy and access gap within East Cleveland. Funds will be receded to account number 10002304613 restricted contributions, foundations, and grant funds will be accounted for with grant number CLEF02, library hotspots in the new program.

Ms. Synor: I move for its adoption.

Dr. Harris: I Second. [crosstalk 01:13:32].

Ms. McClarin: I know, right. In harmony.

Mr. Turner: Can we do that again?

Mr. Turner: Alright, I give it to Dr. Harris.


Mr. Turner: I give to Dr. Harris. Alright.

Ms. McClarin: I'm backing you up.

Ms. Turner: Any initial discussion about this?

Mr. Rashid: I just want to commend the team for a great job.

Ms. Turner: Absolutely. [crosstalk 01:13:46].

Mr. Mays: My question, I guess will be answered because he said, before comment I guess be in a committee. Of course, we asked earlier about this ... I accept this.

Ms. Turner: Okay. Mr. Turner, can we get a vote?

Discussion: None

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

PERSONNEL COMMITTEE

Ms. Synor: Okay, that does it. Before I move on, and I know that Mr. Mays has some questions, Ms. Shaheed is going to talk about the policy for the hotspots that we are going to be reviewing. But the $15,000 does move the library along. It helps. It doesn't come out of our operational budget because I know some of the dialogue, we had asked a month before was, "Where will we get funds for replacements?" But now that we have this grant, that's $15,000 that's not coming out of our operational budget to make sure that we can close that digital divide, we have an escape. Ms. Shaheed will further explain on the policy that we're going to be considering presenting to the board soon, about loaning and fees and things associated with utilizing the hotspots. That concludes the finance committee's report.

Ms. Turner: That will come with library services?

Ms. Synor: That's coming with library services.

Ms. Turner: Alright. Moving on to personnel committee report.

Ms. McClarin: [crosstalk 01:15:42] I just want to say I'm glad to be here. [crosstalk 01:15:46] ... but the personnel committee did get a chance to meet this Thursday on the 12th and we were given the responsibility to come up with the recruitment process for hiring a new executive director. We will have a resolution, but we have a little packet as well. Instead of leave the resolution for last, but we had a process numbered here for 1, 2, and 3 ... 1, 2, 3 and 4 and then we have the example of each one posting a job announcement. That's your first page, if you would notice. The board is going to see how they feel about that.

Ms. McClarin: The second thing was we are going to stick with the current executive director job description, but we did go through it piece by piece. Ms. Flood was present as well, who deals with this process.
Mr. Rashid: Was HR working along with you?

Ms. McClarin: Well Ms. Flood and our interim director, is H.R. as well. [crosstalk 01:17:02]. And the three following the agreed upon timeline, that's probably what we really want to talk about because the board will have to look at their calendars and see. But I'm just going to mention and then we'll go back to it and then the screening evaluation process.

Ms. McClarin: I would like to go to that last page first to give you all an idea, this is what we were saying. For instance, if you notice on the 1, 2, 3, fourth block at the beginning, it says public library director library management experience. Now, our announcement is asking for and our qualifications is asking for 5 to 7 years' experience, so if you have an applicant that has that, they would get a 10 check. But say then we were going down, say they don't have the years, maybe they only have 3 years or 5 ... You know 2 years, and that's how we're going to grade everything like that.

Mr. Rashid: Okay.

Ms. McClarin: Just to give you an example.

Ms. McClarin: Say let's go to education. Master's degree in library and information sciences. But say the application looks pretty good and we would do the same thing. We would give a 10 if they have what we're looking for, and then on down the line. Mr. Latimer wanted us to look exactly, he was saying, "Even if we look at the master's degree level, we still want to look closely at the undergrad degree level as well."

Ms. McClarin: That's what I wanted to go over. We're going to the recommendation is the score between the interviews between 80 and 100 points. That means that we're going to keep all applicants that scored that rate. If they scored 79 or below, then ... Yeah, that's how we're going to eliminate the applications.

Ms. McClarin: Okay, now we can go to page 4, which is the timeline. Like I said, we did the first one, step 1, already where we went and had the meeting and went through everything on March 12th and tried to eliminate any loopholes we saw before we presented it to the full board. Step 2 reviewed ... We did that too, step 2. Step 3 ... Oh, we wanted to let you know exactly how it's being posted. If the board accepts it and votes it in. The announcement that we have for you today, it'll be posted from April 1st through April 30th. It'll be open all that time and it is being sent to these individual websites here.

Ms. McClarin: Then, once we have that, the processes for the personnel committee to do the screening of the applicants ... Everything is being sent to Mr. Turner, right, if I'm not mistaken. And then from there Mr. Turner will turn them
over to the committee and we will screen it according to the process we just talked about on the last page. Before we give it to the board for interviewing and the way Mr. Latimer has it, this is the week of May 13 through the 17th that he has chosen, if it's agreeable with the board for the interviewing process.

Mr. Latimer: Just one day between the 13th and the 17th? A day between the 13th and 17th?

Ms. Shaheed: I think we decided that each person will ask questions of the board? [crosstalk 01:20:59].

Ms. McClarin: You know what, I'm glad you said that. We had a page of example questions on-

Mr. Latimer: That was just an example for personnel to discuss moving forward, however that was the board's [crosstalk 01:21:09]-

Ms. McClarin: No, the questions for the interviewing process-

Mr. Latimer: Right, that would require after consultation with the board president. That would require more involvement from the at large board.

Ms. McClarin: But that was going to be really important so that you all could see how you feel about those dates as far as they would work for us to interview applicants. Then once we interview the applicant and pick one, then we'll send out the acceptance letter.

Ms. Shaheed: And also, we said three members of our staff-

Ms. McClarin: Yeah, we did pick three members of staff. You want three members to be on the committee, so it'll be 10 of us all together. We chose more middle management because that'll give them, like Ms. Green for instance instead of Ms. Flood being there. Ms. Green is kind of next in technology, so she will be here. And-

Mr. Latimer: Ms. Chambliss?

Ms. McClarin: Yeah, Ms. Chambliss instead of Mr. Cockfield, you know. Yeah, because that will give us a wide variety and then I think she's our public relations [crosstalk 01:22:20]-

Mr. Latimer: She's the-

Ms. McClarin: Ms. Calhoun.
Mr. Latimer:  ...she's the lead at the circulation-

Ms. McClarin:  Yes. Ms. Calhoun. Okay. Yes?

Ms. Synor:  Well Mr. Mays had his hand up first, so-

Mr. Mays:  My question is the man that you said is coming before the board. When does it come before the board to make a decision and how many persons that you're recommending that will come before the board?

Ms. McClarin:  Like I said-

Mr. Mays:  One-person or two-person, three-person?

Ms. McClarin:  It will depend on anybody, the applicants that we have will score 80 between 100, that's where we're going to start. I won't know that until it happens. I won't know how many people unless you all want to give me a specific number and say we're not going to take no more than five.

Mr. Rashid:  No ma'am, I think the way you're doing it is perfect.

Ms. McClarin:  Thank you.

Ms. Synor:  The only thing that drew my attention is that I thought that's the item six referencing background checks and then-

Ms. McClarin:  Yeah. Once the board pick the person-

Ms. Synor:  Mm-hmm (affirmative).

Ms. McClarin:  Right, so what is going to be our process for-

Ms. Synor:  Process for that ... No, I understand that part, but say for instance there's a person who we say yes, we want to have, but we have to sort through their references and their background check. Are we going to submit a letter of intent to them, contingent upon, or are we going to wait until we get everything back and then make a call?

Ms. McClarin:  Oh, I see what you're saying.

Ms. Synor:  I'm just asking about that process-

Ms. McClarin:  Right.
Ms. Synor: Are we going to leave people in stasis, if you will? Because sometimes you make an offer contingent upon successful background check and references, and sometimes people do all of that in the middle of the interviewing process. I think we need to decide which of those processes we're going to follow so that we know where we're at, we don't want to leave somebody kind of on a leash, if you will or on the hook, and then they find out we did their background check and it was not what it needs to be.

Ms. McClarin: What we originally had said was that we were going to get the background check back first, but whatever you all suggest is the best. Yes?

Mr. Rashid: I think that's the way to thoroughly go through the process, so that should be a part of it, exactly. That might eliminate somebody through that process. Whatever time it takes, it takes, because then that way if we bring in three people, we know they're fully qualified and have been through the background checks and now it's down to the personal level of having and conducting an interview with someone. It's a waste of our time as well to go through that whole process only to find out that this guy smacked his mother or whatever it is, or something like that. You know what I'm saying. [crosstalk 01:25:21].

Mr. Latimer: There is a cost associated with the background checks, so we do have to have a baseline of [crosstalk 01:25:26]-

Mr. Rashid: Maybe we should look at where they finish in this process and then decide how many people we want to move to the next step, which would be investment in the background check.

Ms. McClarin: No doubt.

Mr. Mays: And the credentials as well?

Ms. Synor: Yeah, that's part of the process.

Mr. Mays: That's part of the background check.

Ms. Synor: And they have systems now that people go in and get. They have systems now-

Mr. Rashid: [crosstalk 01:26:01] it just goes through your entire background, makes sure everything you put on that resume and everything that you said-

Ms. Synor: They have new systems in place that you go in, you send them an ID code, they go in and they type in all of this information and there's a system they goes in and they verify where you worked at, the dates you're hired, the
days you left work, your credentials from whatever school you went to. Especially if you're asking somebody who has their master's or their bachelor's degree, you ask them that and they verify your graduation from those institutions. There is a system that does that, and it does the criminal component of it as well.

Ms. Shaheed: People used to ask you to bring for a copy of their degree for the interview, and they ask you to show a copy, so they can double check it. There was a person working at Shaw many years ago, she worked for a month before she was fired because everything, she said was not true.

Ms. McClarin: Like I said, I'm really concerned about ... I need the Board to look at that date for interviewing and see how it works with you all for that week. [crosstalk 01:27:05].

Ms. Turner: What was the week?

Ms. Synor: The week of May 13th through 17th.

Ms. Turner: So, we're looking at May 17th, put that.

Ms. Shaheed: We said also, we should have a permanent Director by June 3rd.

Mr. Rashid: Mm-hmm (affirmative).

Ms. McClarin: And that will be consistent to what we said in December. We want to have this whole process done by June 2.

Ms. Turner: Mr. Latimer is on as our interim until the end of June.

Ms. McClarin: And that's going to be a part of the resolution too, this thing, when we read it.

Mr. Rashid: That's aggressive, but it's good.

Ms. McClarin: Yeah, that's what I was thinking.

Ms. Synor: It's very ... It's neat and clean. I like it. I like your review.

Ms. McClarin: I'm glad. We worked on it about two or two and a half hours. Thank God for the administration too and like I said, Ms. Flood being there and there too. It worked out well.
Mr. Mays: In all fairness, and I guess he would respond to it, I understand he's working with you on this endeavor, which he should not be part of, but I'll let him articulate that because he [crosstalk 01:28:19]-

Ms. McClarin: [crosstalk 01:28:19] We got the information from the administration.

Mr. Mays: Ma'am, you didn't hear me. I said I will let him explain that because it is-

Ms. McClarin: No. This is my committee, and I'm in charge, and I'm giving my report.

Mr. Mays: Well then, since you're going to it that way then [crosstalk 01:28:43]-

Ms. McClarin: I'm just saying. Wait a minute. I'm saying I'm giving my report, but you said, "I'll let him explain." So, just let us get through the process first and then we can return it to the President and get the-

Mr. Mays: No, I just need to be honest right now.

Ms. McClarin: Okay. Well-

Mr. Mays: The problem is that with him up and there and the board, he should not be a part of the process because he is one of the candidates for-

Ms. McClarin: Right now, he's the interim director.

Mr. Mays: I understand.

Ms. McClarin: He has not given an application yet, but he-

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

Ms. McClarin: Yes, I am. He has the information. He's the director right now, the interim director.

Ms. Turner: And a HR person-

Ms. McClarin: And a HR person, so it had to come from him to give me what I need. I don't work here. I'm a board member. I couldn't get this kind of information

Mr. Rashid: That's the question that I asked a few minutes ago.

Mr. Mays: No, you didn't ask that.

Mr. Rashid: Yes, I did, I said [crosstalk 01:29:33].
Ms. McClarin: He is allowed to be at the meeting while we work the process out. Now just like with Ms. Flood, wait a minute. Ms. Flood, she works here now. She may also-

Mr. Mays: Yes. You couldn’t get the information from Ms. Flood. You cannot get the information to be involved with the person that we are going to interview for this position. That’s what I’m saying to you.

Ms. McClarin: I understand what you’re saying but-

Mr. Rashid: May I speak? I totally disagree with that because whatever they have said to us, we ultimately as a board have to decide on. So, he can put anything he want to down, but ultimately it comes to the board to decide. With him being the HR person, he is the only logical person that you can sit down with and actually draw this up in a manner that is acceptable from a HR standpoint for us to present to the world to start looking at people. Now it could be somebody that come in the door with the qualifications that maybe over his, but ultimately, we have to decide if this is the process we’re going to use, and then we also decide who’s going to choose.

Ms. McClarin: Right.

Ms. Turner: Ms. Synor.

Ms. Synor: Mr. Mays. I understand where you’re coming from. Let me say this. But the other three people who help work on this who are also a part of that team, potentially could be candidates as well-

Ms. McClarin: That’s what I said.

Ms. Synor: So all internal candidates potentially could be candidates for that role based on their qualifications.

Ms. McClarin: And that’s what we want.

Ms. Synor: That’s number one. Number 2 is if we had to pay an outside consultant, Mr. Budget Man, you were going to ask us how much did we spend and how come we couldn’t go inside to find that information? I’m just thinking how you think sometimes and what the information that you shared with us on the table.

Ms. Synor: If the information that’s sitting here, none of this leans towards any particular person or any particular candidate. This is a very transparent process. [crosstalk 01:31:35], It’s up to us to make the right decision moving forward when we go through the process. That’s why Mr. Turner, if I’m not
mistaken, she said Mr. Turner is going to be the person who receives the packets of information and shares them with the committee, not Mr. Latimer. We agree with what's here today. It sounds like Mr. Latimer is no longer part of the process.

Ms. McClarin: Right.

Ms. Synor: That's what I'm understanding.

Ms. Turner: Then the actors and consultants related to [crosstalk 01:32:01] other than to act as a consultant related to the human resources. [crosstalk 01:32:07]. Any HR issues and also things specific to the running of the organization.

Ms. McClarin: If you look on the first page after where it's the announcement. I would just like to say; I appreciate the work of the administration for ... The cultural part and our demographics. That's something we haven't really put out there before. I think that will really give the applicants an idea of what they're coming into. Some people here, East Cleveland they think negatively. They can look and say, "Oh, they got this many Asian people, or they want this." Like I said, very transparent. We really appreciate that. Any more questions?

Ms. Turner: I'm more than pleased with all the work that you guys have done. Very good work. This looks good. Great job. Very professional.

Ms. Turner: Like I said, it's all very transparent. One of the things that I like about this process is that any forms that were filled out can be held onto. It can be reviewed; it can be audited. If you feel that something inappropriate was happening, any board member can go back in and look and see who voted when, how did that decision get made? It's very transparent and that makes everything ethical and above the board.

Mr. Mays: Madame Chairman, I humbly disagree with you. That is not totally all ethical, nor is it transparent because ... I'm just going to move along because I know where my mind is.

Ms. Turner: Okay.

Ms. McClarin: ...and it's on record.

Mr. Mays: I differ with transparent. I differ with it's all ethical. It's not. [crosstalk 01:33:57].

Ms. Turner: Exactly what is your concern?
Mr. Mays: I'm just going to leave it alone-

Ms. Turner: Okay.

Mr. Mays: ... and move on because I know-

Ms. McClarin: So with that thought in mind, [inaudible 01:34:09] I would like to read the resolution. [crosstalk 01:34:10]. Resolution number 03-04-2019 is a resolution for the recruitment of an executive director by accepting and following the process of the East Cleveland Public Library Board of Trustees hereby resolve to recruit an executive director to fill the vacancy of the interim director who is serving from December 2018 to June 2019 upon the departure of the previous executive director. This will be done by the following process listed below.

Ms. McClarin: One, the position job announcement, which we have agreed on. Using the current executive director's job description, which we've gone through, following an agreed upon timeline, which we've gone through, and following the screening and evaluation process and therefore I move that we accept this resolution.

Mr. Rashid: I'll second it.

Ms. Turner: A motion and a second. Any further discussion? Mr. Turner, please take call the roll.

Discussion: None

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

Yes – 7
Motion passes.

XII. BUILDINGS AND GROUNDS COMMITTEE
Ms. Turner: Fantastic.

Ms. Turner: Okay, the next thing is did buildings and grounds meet this month?

Mr. Mays: They didn't meet and Madame Chairman, as you alluded to earlier in reference to Mr. Gutkowski, I'll get his name together in a minute. That's what's holding us up here because of the PACE program and all that stuff that's involved. Therefore, we did not meet because of that.

Ms. Turner: There's other things relating to the buildings and grounds that didn't get addressed outside of PACE.

Mr. Mays: Well, those are ... We'll have those things like heat that took precedence over there and apparently and windows and things of that nature. There wasn't anything else because I had spoken with the director or whatever and they were still waiting on this information.

Mr. Rashid: I think part of the issue created, to me was uncertainty about the clarification about the committee assignments.

Mr. Mays: Thank you for bringing that up.

Ms. Turner: We had a very explicit discussion; it says in the minutes that all the committees should continue the process until we have this meeting today. It's in the minutes.

XIII.

LIBRARY SERVICES COMMITTEE

Ms. Turner: Moving on. Next thing is library services.

Ms. Shaheed: Library services we met on a Friday and discussed ongoing policies for the library and mainly the hot spot circulation policy. We got the suggestion from Mr. Mays, which we incorporated in the policy, the idea that a person who's 18 or younger should have a sign up with their parents. That was included in the policy, as well as there was another member of the committee that suggested that we have redemption day. Which means that if a person has kept their hot spot for a long period of time and they don't want to bring it in for whatever reason, there's a day that you can come
back and you don't have any debt whatsoever, in terms of, if you've had them a long period of time.

Ms. Shaheed: Do you have any suggestions because we should be having this completed by April. Everyone should see. If you have suggestions, just email me or Ms. Synor and we can discuss it and include it in the policy.

Mr. Rashid: Can I have a quick follow up?

Ms. Shaheed: Yes.

Mr. Rashid: If a person ... Has any thought been given to assuring that these are East Cleveland residents or there's a prioritized process that East Cleveland citizens come first before anybody else would be able to check out the hot spots?

Ms. Shaheed: You brought that up before, Mr. Latimer.

Mr. Latimer: Yeah. That is a capability that we can specify within our circ policy. If it's something that's approved by the board, that's something we can have as a policy.

Mr. Rashid: I think that's important and I hope my fellow board members feel the same because we know that most communities have access to internet service as well as cable services, where we're a little bit challenged in East Cleveland. If we can limit it, we'd also give our citizens a better chance, including getting our equipment back.

Ms. Shaheed: Right.

Mr. Mays: To add to that, is there any follow up as far as a person, they may have got a hot spot ... Say I got a hot spot today and my time is up tomorrow and I don't bring the hot spot back and I come back maybe a week or two later and apply for another hot spot.

Ms. Turner: You can't do that. [crosstalk 01:39:39].

Ms. Shaheed: It's been on record that you have something that's out and you need to return, therefore you won't get it.

Mr. Mays: And we also discussed other information you gave besides just the library card. Especially on people 18 and up, as to whether they have some employment or whatever the case may be, get more information than you what you just get on the card.
Mr. Latimer: Showing an ID in addition to your library card.

Mr. Mays: That too. Yes.

Ms. Synor: Can I speak to that? I think it's good of us to be careful when we cross the line for information gathering as an institution that collects data. One of the safest things about the library is that when data's collected on a person, it's not shared. The library itself as a system, the American Library Association, they lobby at the federal level to prevent the government from being able to come into libraries and get information on people, which is why the library does not ask. They're one of the safest places to be able to come.

Ms. Synor: If we start asking for additional information outside of the realm of what is a standard practice, we may put somebody at risk for getting information. Our hot spots are a valuable commodity. We understand that. But at the same time, people's privacy and what they value should be have a greater value. We have to do the cost-benefit analysis of whether or not we want to provide the hot spots to people, taking the risk that maybe some of them won't come back, just like some of our other materials don't come back. [crosstalk 01:41:18]. Books, CDs, things like that.

Ms. Synor: I caution us, and I say this with great caution, that we don't overstep our boundaries in trying to protect something that's not greater than anybody's personal history. Again, the American Library Association, spends hundreds of thousands of dollars at the federal level to lobby against, to advocate for the privacy of people's information. We need to decide that giving out the hot spots or loaning them out, every other library system in our community does it. Cleveland does it, Cuyahoga County does it. I don't know if Euclid has one. Lakewood Library does it. I'm sure that they don't ask people for that amount of information. And I don't think that this community is any less important, and their personal, private information is any less valuable than at of those larger systems.

Mr. Mays: I understand. You do not have to just give that information out, but we must have some norms in addressing issues as far as our hotspots and things of that nature. And I don't think you can go any place without getting some information on you. You do not have to share that information-

Ms. Synor: If we go outside of the norms-

Mr. Mays: Let me just finish, I didn't interrupt you, period-

Ms. Synor: But you're asking us to go outside of the norms-

Mr. Mays: No, that's not the norms. That is the norms [crosstalk 01:42:51]-
Ms. Synor: So, let me tell you what library service plans to do for our policy. We're going to ask for library systems that are same size, they function, they give out this information, Lakewood Library, Rocky River Library, Euclid Library, which are comparable in size to our library system to see what their policies are around their hotspots. And then make sure that we have a policy that's representative of this community and of regular practices and norms for doing that.

Ms. Synor: And again, I cannot ... Just like you just disagreed with the transparency of this, the other thing, what I'm saying to you is this. If we start getting data on our patrons that is not the regular custom standard data that other library systems collect, the federal government will find a way to start collecting data on our people, and we will put them at risk. We should not be putting our patrons at risk of getting any of their identifying information put out to the government just because we want to collect a $200 document, a piece of equipment. That's not fair to our patrons at all.

Ms. Shaheed: Now, what she's saying is that we are doing the same thing that every other library is doing in terms of hotspot, that's it.

Ms. McClarin: And plus, that's why we able to get grants, because we're serving the community. You know, it's not like we got money that we've invested so much. It's already covered.

Dr. Harris: Exactly.

Mr. Latimer: One thing that we can do is we can ask our patrons to show an ID to verify their address in the system. However, we cannot identify that address with that hotspot, so that's where we have to be careful at.

Mr. Rashid: The other question I had is what are we looking at now as a return percentage of the equipment that we send out?

Ms. McClarin: Good question.

Mr. Latimer: Okay, I should have brought that information.

Ms. Synor: 50%. I remember from the other day.

Mr. Latimer: Right. Yeah, we did present the numbers to library services, around 50%.

Ms. McClarin: How many did we have?

Mr. Latimer: It was less than-
Ms. Synor: It was 15 total. [crosstalk 01:44:55] They had eight.


Ms. Shaheed: It was eight something. Seven out-

Ms. Synor: Seven out that had not been returned. It was eight that were in circulation. That's what he gave us on the piece of paper at our meeting the other day. So, if you-

Ms. McClarin: That isn't too bad.

Ms. Synor: Which is why I made the suggestion; we have a redemption day. Because if people have the hotspot at home, and they think, "Oh my gosh, if I take it back, I'm going to have this high amount of fines." because it's two dollars a day or something like that. If you have redemption day once a month for the hotspots, I'm sure people will come back and set it on the desk and keep it moving, because-

Mr. Rashid: because we just want the equipment back.

Ms. McClarin: [crosstalk 01:45:27] We just want the equipment back.

Ms. Turner: [crosstalk 01:45:27] We just want the equipment back.

Ms. Synor: Right, so just have redemption day.

Mr. Latimer: The funding from the foundation center will allow us to get up to 50 hotspots.

Ms. McClarin: Wow. That's a lot.

Mr. Latimer: ...So, that's going to increase.

Ms. McClarin: That's beautiful. [inaudible 01:45:49]

Mr. Rashid: Well, I guess that, I listen to what you just said and the only difference between us and Lakewood and all the other communities in our financial demographics, is it is a little bit difficult. But that's also the reason why we need to be able to offer them access to [crosstalk 01:46:03] the equipment, because of the situation, and we just roll with the punches.

Ms. McClarin: [crosstalk 01:46:06] I agree with that for the East Cleveland people. Yeah.
Ms. Turner: And I think too, if we make people understand this is a big resource for everyone. And you will have the opportunity to have it for these 21 days, and there is somebody waiting. So please be sure to bring it back. And if you make it ... build it as an issue of community and community respect, so that you send it and bring it back, because the next person needs it just like you need it.

Mr. Rashid: Maybe we could even do like a little letter or something that they sign just stating that they understand their civic commitment of bringing back the equipment.

Ms. McClarin: Oh, now see, that would work.

Ms. Turner: Yeah, just a ... Or even if they don't sign it, that the person who checks them out says, "This needs to come back in 21 days, because it's-

Mr. Rashid: Right.

Mr. Latimer: Especially, I reported on the information on loan period, it's seven days.

Ms. Turner: Oh, it's seven days.

Mr. Latimer: It has the option to be 21 days-

Ms. Turner: Oh, okay.

Ms. Turner: We've only been letting people take it out for seven?

Mr. Latimer: Yes, because-

Ms. Turner: And so it's-

Mr. Latimer: [crosstalk 01:47:06] Because the demand is so high, and we only have so many.

Ms. Turner: And I think that that's a piece that people need to understand, is that this is your opportunity, but please don't deny anybody else theirs.

Ms. McClarin: And you know what, since we got that grant when we get the new equipment, that's something to really put out there and advertise, you know? Cleveland Foundation gave a grant, we have more hotspots. That's going to generate even more-

Ms. Turner: And we can say now you can keep them. Now that we have these extra ones, you can keep them even for 14 days, or 10 days, or whatever works.
[crosstalk 01:47:33] No, I mean ... But all these things are things we got to think about. And I definitely hear what Ms. Synor is saying around the idea that we are-

Ms. Turner: Yeah. Well, no, but also that we can't be gathering data that ... And tying a person's ... What they get to their address. That's absolutely-

Mr. Latimer: We can't create a profile on what they check out.

Ms. Turner: Yeah, creating a profile. Yes, I know. We are pulling together. Okay, new business.

Ms. Shaheed: And update on our volunteer policy.

Ms. Turner: Oh, I'm sorry.

Ms. Shaheed: Oh, they missed a ... You want to talk about that at all now?

Mr. Latimer: Quickly and briefly, the volunteer policy ... We are done with the narrative around it. We will present it at a future meeting. It will have an online application capability, and it will not only focus on just traditional volunteers, but looking for volunteers who offer a specific skill. A skills bank.

Ms. Shaheed: And it'll be done by April.

Ms. Turner: Oh, fantastic.

Mr. Rashid: That's good.

Ms. Turner: Look at you all, doing your thing up there. Thank you so much.

Ms. Synor: And, just FYI, when they do it online, so that people understand the requirements behind being a volunteer and the stipulations behind being a volunteer, we're asking that the system be set up so that they have to initial each component of understanding what it means to be a volunteer. And their skillsets, and that there potentially is a background check component to that. So, that they're aware that once they come into the library that they will be, since they're going to be working- [crosstalk 01:49:17]

Ms. Turner: [crosstalk 01:49:17] We hold them to the same standards we hold our employees.

Ms. Shaheed: Well, I'm glad you mentioned that about all the East Cleveland people, because I can see a rush of people from different districts coming in to take ... I can just see that, because they rushed to other areas I know. And people
within the area can’t get there, because all the books and everything else have people put things on hold, and then no one can get anything. So, that’s a good idea.

Ms. Turner: Okay.

Ms. Shaheed: Okay, we’re done.

XIV. NEW BUSINESS

Ms. Turner: Thank you so much. Moving on to new business. Anything? Do we have anything under new business?

Mr. Mays: I think the committee assignments.

Ms. Turner: That’s not under new business, Mr. Mays. Is there anything under new business?

Mr. Mays: That is new business before us now.

Mr. Rashid: She has it listed under old.

Ms. Turner: It’s listed under old business, Mr. Mays.

Mr. Mays: Oh, I didn’t see it down there.

Ms. Turner: I know you didn’t see it. That’s all good. No harm, no foul. Yes?

Ms. Shaheed: We went, Dr. Harris and me, went to Columbus this two summers … two Saturdays ago. And it was really good. It was an orientation for new Board members, and I have a packet here which is very helpful. And I learned a great deal. Also, I learned that Ohio is the best state for libraries.

Ms. Turner: Ohio and Hawaii.

Ms. Shaheed: It’s because they have the best, they think, directors, and also the fact that the state is set up in order to give money to the library. So, just keep that in mind. And they talked about the duties of the director, the duties of the board. And also, they had a small section dealing with Robert’s Rules of Order which was very easy to understand. Just something I was struggling with, okay?
Ms. Shaheed: So, it was really good. And we must maintain these standards, because I heard from some other people talking about East Cleveland, and they expect us to fail.

Ms. Turner: They would-

Ms. Shaheed: Yeah, I was telling Mr. Latimer that. They actually said, "Why don't you just let County of take the library?" And I'm talking about independence.

Ms. Shaheed: So, we must be very careful about everything that we do. And, in fact, if we get a director, and the director must be on point, because this is what they're looking at.

Ms. Turner: Absolutely.

Ms. Shaheed: And I was just shocked, you know? "Well, how come ... Why don't you just let the county take it over?" That's, you know have you seen Warrensville, it's Afrocentric? I said, "No, we want independence. We want to be able to do what we want to do." So, just keep that in mind. But Ohio, I didn't know that, had the best library system in the nation.

Ms. Turner: One of the best public university systems too.

Ms. Shaheed: Okay, Dr. Harris-

Dr. Harris: Oh, I passed ... I will probably have to email it. I could only print three copies upstairs, but I just wrote some highlights. Basically ... Here, take a look at them.

Ms. Turner: Okay. Well, I appreciate you all going to ... going down there. because I personally found it to be helpful too. But it does sort of take away a day and a half, that process. So, thank you for giving up your time.

Mr. Mays: Madam Chairman, I think that to move the meetings along, I think that we should have time set for people to speak and even to give their reports of the committees. As well as groups speaking on a particular issue or whatever the case may be at a time set for three minutes or whatever. I think that we do that to move the-

Ms. Turner: Okay.

Mr. Mays: To move the meeting along, because here it's taking two hours or more. I think that's something we need to do, as well.
OLD BUSINESS

a. Committee Assignments

Ms. Turner: Okay. That is ... I think that's definitely something that we can think about. That's something we can think about. Absolutely. Okay. Old business relating to committee assignments. Last month-

Ms. McClarin: Oh, I thought we were ...

Ms. Turner: I'm sorry, what?

Ms. McClarin: I thought we was at audience participation.

Ms. Turner: No, I know.

Ms. Turner: I know. Dr. Harris said that she was in need to leave. So, let's try to do this as quickly as possible.

Ms. McClarin: I'm sorry.

Ms. Turner: There was ... Last month there was extensive conversation about committee assignments. And most specifically that ... Yes, Ms. Synor?

Ms. Synor: Feel free to refer me to wherever you need me to be, that's where I'm going to be.

Ms. Turner: I appreciate that. I appreciate that.

Ms. Turner: Here's the thing. Here's my concern. And, like I said, I set this up ... This was what my best thoughts were given what's going on in the library in general, was that Ms. Shaheed and Ms. Synor would be with library pop. Library services personnel would be Ms. Shaheed and Ms. McClarin. Mr. Mays and Dr. Harris would be buildings and grounds. Strategic planning would be Mr. Rashid and Dr. Harris. And Mr. Rashid and Ms. Synor would continue with finance.

Ms. Turner: There was extensive conversation about this last month. Both Mr. Rashid and Mr. Mays were concerned that they would not be working together in buildings and grounds. And, like I said, one of the things in thinking about all of this that I looked at is what's happening for us globally, for the library. Like I said, there is a possibility that we may be losing some board members
this year ahead of time. Because Ms. McClarin has obligations, Ms. Synor also may be leaving us if she ... should her life shift.

Ms. Turner: So, that's a possibility. So, those are things that I'm thinking about. Particularly one of the things that is very true is that strategic planning has not had the level of board attention that it has really needed. We have a strategic plan in place that is being gathered on. There has not been ... And it has been gathered on it for the last two years, and none of that data has been presented to the board.

Ms. Turner: So, we got a strategic plan. We are moving forward, but how we're moving forward; we don't have a clue. So, these are the things that, like I said, because there was so much concern, and I did not want to make any changes without having a full board. Because we did not have a full board last week, that I said, "Let's just continue this and hold it off for one more month and continue."

Ms. Turner: But those are things that ... And Dr. Harris, like Ms. Synor said, she would be willing to serve wherever. So, my feelings on this are is that the decisions that I've made previously are what truly best serves the library. We need to have ... Strategic planning is something that we really do need to have an officer be present for, and Mr. Rashid is the vice president.

Ms. McClarin: Madame President, I'm willing to chair strategic planning. I was the vice chair, and we only meet ... Well, we agreed that we would meet quarterly. So far, we only had one meeting last year with Mr. Fambrough was in charge. So, I'm willing to take that responsibility when I'm here, and that's something I like, that's something I know. And, like I said, since we meet quarterly, you know?

Ms. Turner: It's like I said, the biggest issue is to come up with, relating to strategic planning, is to come up with a reporting mechanism. Is to work with the director and the fiscal officer to work up a reporting mechanism on our strategic planning, because it has not happened.

Ms. McClarin: Right, and I do have a little bit of the process of where we started. We did have some conversation.

Ms. Turner: And so did the question also become; would you also be able to continue that through? ... Would you be able to?

Ms. McClarin: And that's what I'm saying. Right now, you know. But it being quarterly, it's probably a little easier because I don't have to have it on Monday or Thursday when I know I have class. So, that's something I can work around,
and in between. So, that's a process that I'd be willing to work with on with Dr. Harris.

Mr. Mays: Madame Chairman, I think to expedite time and going through this whole list are we ... Are you recognizing where people want to be and want to serve? Whereas, where there needs to be some cohesiveness and people working together. And I've expressed-

Ms. Turner: Oh no, I heard you last month. And I also heard that Mr. Rashid is basically refusing to do anything other than be on buildings and grounds. I heard that.

Mr. Rashid: And I'm on finance too.

Ms. Turner: Yeah, I know.

Dr. Harris: I give up my spot to Mr. Rashid on buildings and grounds.

Ms. Turner: Okay.

Dr. Harris: That's perfectly fine with me.

Ms. Turner: Okay. Like I said, this is the reason why we could not do this last month. Because, like I said, I had particular thoughts, and I'm not married to them. However, we need to have a full conversation before I can say, "Okay, if you guys want to continue to work together, we can work that out." Because, like I said, all of it ... There's nothing here that is not important, and the truth of the matter is, I was gravely disturbed by the conversation that was had last month.

Ms. Turner: Because the idea of there's a bunch of this that is not our favorite thing to think about, but as board members we cannot pick and choose. We have to concern ourselves with the totality of the library, and all the things that need to happen and come together. There's that ... I won't tell that story, but we'll go on to say that if we're in agreement, if you are willing to do that, and you are willing to-

Dr. Harris: Yeah.

Ms. Turner: Okay, then the two of you can continue to work together in-

Ms. McClarin: Buildings and grounds.

Ms. Turner: Buildings and grounds. That works for-
Ms. McClarin: Does that fill out everything? Fill out the seats and everything?

Ms. Turner: Yes, it does.

Ms. McClarin: Oh, okay.

Ms. Turner: Yes, it does.

Ms. Synor: If you don't mind, Madame Chair, is out loud, reading off the new committees-

Ms. Turner: Sure.

Ms. Synor: So we know, and then we can get our scheduling together for meetings moving forward. And we need to make sure-

Ms. Turner: Absolutely.

Ms. Synor: Board members, that we inform Mr. Cockfield and Mr. Turner of our desired time and day of the week that we want to have our meetings, so that they can have the agendas and their schedules put out in a timely fashion, so that we don't miss our meetings and we don't have inadvertent oversight for mishaps for putting the schedules out. We need to agree on those times. Mr. Rashid, you just need to communicate on what day of the week we want to have our meeting on until my life changes come into play.

Mr. Rashid: Okay, that's good, because what we usually do, with buildings and grounds is whatever day you and I can meet with finance and we schedule it the same, so they run right after the one another.

Ms. Synor: Alright, sounds like a plan.

Ms. Shaheed: Can we state out loud right now, so it's for real?

Ms. Turner: Yes, this is just so everybody knows, and I'm going to send you the update, because there is also an addition, the thing that came out that I passed out last month was something to think about. And the conversation that I had with our administrative staff, there's some things that at a committee level need to happen. So, you have committee priorities and things to factor into your agendas. Okay?

Ms. Turner: So, I'm sorry, let me turn all these back up. Ms. Shaheed and Ms. Synor will be at library services, and Ms. Shaheed and Ms. McClarin will be personnel. Buildings and grounds will be Mr. Mays and Mr. Rashid. Strategic planning
will be Ms. McClarin and Dr. Harris, and finance will be Mr. Rashid and Ms. Synor.

Ms. Turner: The other thing is, if we can create a schedule, like a master schedule that we pretty much know it's going to be that Monday, this Wednesday, so that we can move it forward. And that way, also I can know, because I am a voting committee member on all of these. I don't have to come, because you guys ... If the two of you are there, but somebody is missing, I need to be able to be there.

Ms. Turner: So, I need you to definitely create a schedule so that I can come up with strategies for filling in the gap as you need. And particularly because there's going to be huge work load in the personnel committee soon. So, if you need my support, I am more than willing to offer it.

Ms. McClarin: And we did decide to keep our regular Thursday before the board meeting, but we changed the time for sooner?

Ms. Turner: Okay.

Ms. McClarin: To 3:30, I think it was. And we did turn that into Mr. Turner at the meeting.

Ms. Shaheed: So, Ms. Synor, what time can we meet on Thursdays?

Ms. Synor: Huh?

Ms. Shaheed: Ms. Synor, so we can say it out loud now, what time can we meet on Thursdays?

Ms. Synor: Let me go back and check. I can tell everybody after tomorrow what my schedule is, because I have my meeting tomorrow. So, I can tell everybody what my schedule is.

Ms. Shaheed: Okay.

Dr. Harris: We need to make it to come in before the-

Ms. Turner: Yes. Yes.

Mr. Mays: I hope it'd be Wednesday.

Dr. Harris: During the time that the East Cleveland Board of Education is no longer a governing body, if a library board member, our position needs to be filled. The county ... It goes to the county to fill the position, the county government. Someone down there will fill that position during the three or
four years that East Cleveland City School District is no longer in the
governing body of the district. And that's an Ohio Revised Code, I'll email that-

Ms. Turner: Okay, and do you know who at the county?

Dr. Harris: It may be the courts or something. I have the ... but I know it's ... I looked it up, because Mr. Fambrough came to a school board meeting and asked a question, and I just didn't bring my bag in with me today; I was kind of in a hurry. But that's the process that will happen. The county will fill the position.

Ms. Turner: So, is that what's been happening- [crosstalk 02:05:38]

Dr. Harris: [crosstalk 02:05:38] The school board- That is an Ohio Revised Code.

Mr. Rashid: That's now? That's what's happening right now?

Dr. Harris: Well, since they are ... The school board is no longer the governing body.

Ms. Turner: That's already ... It's a done deal. They're not-

Dr. Harris: It's a done deal.

Ms. Turner: So, now everything will be appointed by the ... So, is that what's been happening in Youngstown and-

Dr. Harris: Ohio Revised Codes, they're following Youngstown, Lorain, East Cleveland for the school districts who appoint library board members, and it's a process for Ohio Revised Codes.

Mr. Mays: So, is that a state or is that county libraries, or not independent libraries?

Dr. Harris: It's governing ... Yes.

Mr. Mays: That's what you're referring to?

Dr. Harris: I'm referring to the-

Mr. Mays: We are not on those [inaudible 02:06:31] Because we are ... We don't want to say an independent library-

Dr. Harris: Oh-
Mr. Mays: Excuse me, I didn’t interrupt you. Just listen, please. Sometimes it pays to listen. I think what you’re saying in reference to county and state libraries that are under those [inaudible 02:06:52] The elected body who we elect, there are certain functions they still have, because-

Dr. Harris: No, the only function the school district has is to put a levy on the ballot and to approve the levy that the library board is able to put on the ballot. They have no other functions, according to Ohio Revised Code. And I don’t have it on me right now, but I had- [crosstalk 02:07:21]

Ms. Turner: [crosstalk 02:07:21] So, that is ... You had another area that had-

Mr. Rashid: [crosstalk 02:07:23] That’s good information right there.

Ms. Turner: So, if you would be so kind as to email us that, and that way we can forward that to the downtown to get them to tell us what in world.

Mr. Rashid: The only question that I have is is that in fact the law at this moment?

Dr. Harris: That is the law. It says the school district is no longer in charge of the school district.

Mr. Rashid: Okay.

Ms. Turner: The school board. Yeah.

Dr. Harris: The school ... The governing body ... The East Cleveland School District is the five-member academic distress commission.

Ms. Turner: And they do not appoint-

Dr. Harris: No, they do not. They are just over the schools. [crosstalk 02:08:01] They hire CEOs and everything else. I’m sorry, I have to leave.

Ms. McClarin: You see I cut school tonight to be here.

Dr. Harris: Take care. I’m going.

(Dr. Harris leaves the meeting at 8:42pm)

Ms. Turner: Well, we do appreciate you. Let us move from old business to audience participation. Hi!

XVI. AUDIENCE PARTICPATION
Mr. Silvera: Hello.

Ms. Turner: Hey Gerald.

Mr. Silvera: I have just a few comments and some observations that I'd like to make. One, I was at the last month's meeting, so I had a chance to witness what happened last month, and I'm glad after what happened last month, that the situation has been resolved in a manner that says well for the library.

Mr. Silvera: The other thing I want to say is that you had an election of officers. When you elected those officers assumed those positions, you gave within the context of the work policy manual that you worked a long time to finish it all together. You have a structure that they operate under and that you have trust in them and have given them trust followed by electing them in those positions.

Mr. Silvera: So, if you may not like some of the decisions that they make, that they should be making them, and I believe that they're making them in a manner that's consistent with policy manual and the law. And if there's issues that members have problems with, then that's where in your committees, you have your various discussions on various issues; you hash those out.

Mr. Silvera: At a regular board meeting, all those issues should have been hashed out, so it's a regular board meeting; it goes smooth. Because one thing that you have to realize, and it's sad to say, there are only two people in this meeting that's outside audience. If this room was full of residents, community, I would be, frankly, with some of the conversations out here, I would be ashamed.

Mr. Silvera: Because of the lack of professionalism, the lack of thoroughness in vetting out the things that should've been done before you come to this meeting. You have committee structures. I encourage everybody, if you have an issue or concern about some matters on another committee, go to those committee meetings. Hash it out. Let them know what your concern is, so they can address those concerns and get the answer for you. So, when you come to the regular meeting, all those answers are dealt with, so you don't prolong the meeting that you're going through.

Mr. Silvera: And it's going to come a time when you've got a lot more people in this room, and you want an efficient, productive, cohesive meeting where things are getting done in a timely manner. I know where you're at; I've been there. And God willing, if it be the opportunity, I'll come back. Whenever
that time arises, but I make my statement and my observations from being with you in the past and knowing what the process is all about.

Ms. Turner: Thank you.

Mr. Silvera: You have to work together, you got to communicate with each other, whether it’s on the phone, by email, so when you come to these meetings all those issues are ironed out. So, you don’t embarrass yourself in front of the public. And fortunately, you don’t have a Fambrough taking pictures, and taking movie cameras. So, I mean, that’s funny, but that’s serious. I mean, that’s the reality of what you’re dealing with.

Ms. Turner: Right.

Mr. Silvera: And even though you’re basically by yourself right now, there’s going to come a time where you’re not going to be by yourself, and you’re going to have an audience. It could be the media in here, so you have to be cognizant of those things as deliberate and make decisions and move the business of the library forward.

Ms. Shaheed: I agree with you 100%, and I can see the difference, because I came in the middle of garbage, and it’s like people were barking at each other like dogs. And I’ve seen so much improvement within the group itself. We’re moving right along, and with less nonsense. It’s going to be nonsense with people in general, because people are people. And I see a great deal less, and more moving forward rather than what you had in the past.

Ms. Shaheed: It was a lot of stagnation, repetition, and I don’t see that quite often here like we did in the past. So, I think we’re doing okay.

Mr. Mays: And another thing I would respond to is that, as I said earlier in new business, having a time frame which to speak, and that would move the meetings, as well. But my point was this. In reference with what you said in discussion, we do need to articulate as to what we’re doing and what we’re passing for the edification of the public to hear. And not this yack yack at these meetings, whatever.

Mr. Mays: You’re going to have some questions that’s going to asked about various things and not just sit here putting a stamp on everything. And I’ve seen that happen as a result of that, as well. So, I’m just speaking from experience, as well.

Ms. Turner: Thank you so much, Mr. Silvera. Anyone else want to speak?
XVII. ADJOURNMENT

Mr. Mays: Madame Chairman, I move that this symposium come to an end. Meeting adjourned at 8:52PM.

Ms. Synor: I second.

Mr. Mays: I said I make a motion...

Ms. Turner: No, you have to make a motion, and then-

Mr. Mays: I move that this meeting be adjourned.

Ms. Brown: I will say great job to all you all.

Ms. Turner: Thank you.

Ms. Synor: Thank you.

Ms. Brown: For moving forward with the East Cleveland Public Library. I've seen a lot of progress. So, congratulations to all you all, especially to the director and Mr. Turner. They have been on point, keeping things running smoothly.

Ms. Turner: Agreed.

Mr. Latimer: ...And Ross (Cockfield) too.

Ms. Brown: Well, Mr. Cockfield is always in the back.

Mr. Silvera: Well, we're not perfect, we make some mistakes on the way, but...

Ms. Turner: So, we have a motion, we have a second. Can we take a vote?

Discussion: None

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

Yes – 5
Motion passes.

[The meeting adjourned at 08:54 pm]
Ms. Tefra Turner, President

Ms. Leontine Synor, Secretary