Ms. Turner called the meeting to order at 6:32 p.m.

I. CALL TO ORDER
   A. ROLL CALL.

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

A quorum exists. Present – 4, Absent - 2

Also present at the table were: Mr. Carlos Latimer (Interim Director), Mr. Ross Cockfield (CFO), Mr. E.F. Turner III (Exec. Admin. Assistant).

Present in the Audience were: Mr. Billingsley, Dr. Harris

II. LIFT EVERY VOICE AND SING

Everyone is invited to sing.

III. APPROVAL OF THE AGENDA

Ms. Turner: If you would be so kind, Ms. McClarin, as to chair, I'd appreciate it.

Ms. McClarin: Thank you everyone. And next item is the approval of the agenda. I would like to start off by saying, Madam President, I would like to add an item under new business. It is just to discuss a little bit about our agenda for December. We usually have our little Christmas thing. We kind of discussed it in personnel, but I would like to put it under new business so it would make it official.
Ms. Turner: Okay.

Ms. McClarin: Okay.

Ms. Turner: That's fine.

Ms. Synor: Do you want to call it Holiday Function Consideration?

Ms. Turner: Yes.

Ms. McClarin: Holiday Function Consideration.

Ms. Synor: Consideration.

Ms. McClarin: Thank you.

Ms. Turner: That'll be item E?

Ms. McClarin: Yes, item E. Anything else from anyone?

Ms. Turner: Library Services did not get a chance to meet before the meeting. Our meeting is scheduled for afterwards, so you can-

Ms. McClarin: Eliminate that.

Ms. Turner: We can eliminate the report for Library Services.

Ms. Synor: Okay, eliminate that ... Item 17.

Ms. Turner: Yes.

Ms. McClarin: Can I have a motion now to accept the agenda.

Ms. Synor: I move that we accept the amended agenda.

Ms. Shaheed: I second.

Ms. McClarin: Thank you. It's been moved and seconded that we accepted the agenda as amended. Any discussion? Okay, call for the vote.

Discussion: None

Ms. Synor moves and Ms. Shaheed seconds the approval of the amended agenda.
Roll Call Vote: Ms. Turner (yes), Ms. McClarin (yes), Ms. Synor (yes), Ms. Shaheed (yes).

Yes – 4
Motion passes.

Ms. Turner: Let the record state Mr. Mays came late at 6:37.

[Mr. Mays arrives at 6:37pm].

Ms. McClarin: Mr. Mays came at 6:37.

IV. APPROVAL OF REGULAR BOARD MINUTES FROM AUGUST 20, 2018

Ms. McClarin: Item 4, and Madame Secretary, I think you want us to go all the way to ... if I’m not mistaken ... From Item 4 down to ... Let’s see.

Ms. Synor: Item 9.

Ms. McClarin: Go all the way down to 9?

Ms. Synor: Yes. Thank you.

Ms. McClarin: I’ll turn it over to our Secretary, Ms. Turner.

Ms. Synor: Just a sort order. I did have an opportunity to go through all the minutes except for ... I believe it was September 4th. That meeting I was not in attendance. When I ran through it, I could not speak to some of the talking that was there. But I did have an opportunity to go through all of the other minutes.

Ms. McClarin: Okay.

Ms. Synor: Mr. Turner shared with us the way he collects the information for the minutes. And that it’s transcribed through a service. One of the solutions offered was that we have microphones around the room for everybody or
to situate the microphones in the center of the room. So, this meeting today, you’ll see that there are microphones in the center to help pick up the voices on the other side of the room and to help the transcribers hear everybody without them having to put in inaudible.

Ms. Synor: I will say, the minutes from October were much more concise and clear. They heard us a little bit better. And we did extend each other a few more courtesies of not over talking one another in the meeting. So, the minutes were transcribed much more clearly and succinctly. As of now, our solutions is going to be to have these microphones in the middle of the room and with hopes they’ll be able to hear all voices and we will see what the minutes look like going forward.

Ms. McClarin: Okay.

Ms. Synor: When we go through each packet of minutes ... Because I don't have them in front of me. I turned them back over to Mr. Turner to make corrections. The corrections were not significant in that-

Mr. Turner: That’s what you have there.

Ms. Synor: I do have them. Then I will go through and let you know, there were some that did not have any edits to them. They had some grammar correction(s) that I asked him to make for us. And some spelling of words to fix. There were only two instances where the content ... I asked him to go back and listen to make sure that the number ... (was correct) There was an instance where it said "500,000 and then it said 3,000." I knew that that 3,000 should have been 300,000; just because I knew what number we were working with. So, I asked him to go back and make that correction. I'm comfortable asking that we approve the minutes as they are. So, we will go through each one. Members I ask that we approve the regular board minutes from August 20th, 2018. With the corrections to spelling and grammar.

Ms. Turner: I second.

Mr. Mays: Point of order.

Ms. Turner: I'm sorry? She's chairing the meeting.

Mr. Mays: Okay, have you checked to see whether the grammar as well as the spelling has been corrected?

Ms Synor: I did not, but I was here on Saturday for three hours going through each one of them and he was making those corrections. But I'm asking that we
approve them with the corrections to them. So, we can ask as we sit here.
Mr. Turner, have you made the corrections.

Mr. Turner: The corrections have not been made. We can make the corrections for our
next meeting or if you want to do another meeting we can have those ready
then. But as of now, they are not. But what we have before us is what was
originally sent out.

Ms. McClarin: But you did say at the beginning that you would like for us to go ahead and
vote. And he's going to go back and-

Ms. Turner: Yeah, and that's why I said, "With the corrections and the grammar and the
spelling of that."

Ms. Synor: So, it's minuscule that there's-

Ms. Turner: Extremely.

Ms. Synor: Okay.

Ms. Turner: Extremely. Yes.

Ms. Synor: Did you hear that Mr. Mays?

Mr. Mays: I didn't. I was trying to [inaudible 00:10:50].

Ms. Synor: They just made mention at first already. And they've already been gone
through. So that's why she wants us to go ahead and vote on the minutes.
But those changes are going to be made.

Ms. Shaheed: The errors are very very small.

Mr. Mays: I heard that part. Knowing that he will, I do have some trepidation in
approving something that has some errors. But since I know you was here ...
I talked with you. I appreciate you coming to aid and assist in this endeavor.
And may I ask Mr. Turner ... Mr. Turner, you will correct this correction?

Mr. Turner: Mm-hmm (affirmative).

Mr. Mays: Okay.

Ms. Synor Just so that you're audible Mr. Turner as well.

Mr. Turner: Yes.
Ms. Synor: Thank you. And what I would ask also, Mr. Turner. Is once you have made all of the corrections to the minutes, can you send out an email to say that the grammar and spelling have been corrected?

Mr. Turner: They will be highlighted. The corrections will be highlighted.

Ms. McClarin: Okay, that's good. That's all for August 20th. And it's been seconded already. And we already had communication discussion, so we're going to call for a vote. We're going to call for a vote.

Discussion: None

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

Yes – 5
Motion passes.

V. APPROVAL OF SPECIAL BOARD MINUTES FROM AUGUST 13, 2018

Ms. Synor: I ask for the approval of the special board meeting minutes from August 13, 2018.

Ms. McClarin: Can we have a second?

Ms. Turner: I second.

Ms. McClarin: Any discussion? ... Call for the vote.

Mr. Mays: Madame Chairman, What is your take on August the 29th meeting?

Ms. Synor: I have gone through every packet of all of these meetings. And I'm sorry, because you were walking in when I was sharing. I ready every packet of meetings except for September 4th. And I'm going to recommend that somebody else goes through those minutes to verify that the content of

Amended minutes for 08/20/2018 are approved.

Ms. Synor moved and Ms. Turnerseconds the minutes for 08/13/2018 as amended.
that conversation is accurate... So, I couldn't speak to that conversation. And so, I think that somebody else needs to read through it. I thought that they read well, but I was not part of that meeting. So, I can't recommend that they be approved. Somebody that was at that meeting needs to recommend that they be approved.

Mr. Mays: Okay.

Ms. Synor: But the other minutes I did read.

Ms. McClarin: Any other discussion? Call for a vote please Mr. Turner.

Discussion: None

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

Yes – 5
Motion passes.

VI. APPROVAL OF SPECIAL BOARD MINUTES FROM AUGUST 29, 2018

Ms. Synor: I move that we accept the special board meeting minutes from August 29th, 2018.

Ms. McClarin: May we have a second?

Ms. Shaheed: I second.

Ms. McClarin: Any discussion? Call for a vote.

Mr. Mays: Madame Chairman. I don't see ... You sent August the 15th, I thought it was.

Ms. McClarin: August 29th.

Amended minutes for 08/13/2018 are approved.

Ms. Synor moved and Ms. Shaheed seconds the approval of the amended 08/29/2018 minutes.
Ms. Synor: August 13th and August 29th. We just did August the 13th.

Ms. McClarin: Yeah, we're doing the 29th.

Mr. Mays: I've got August the 20th and 29th.

Ms. Synor: You should have August 20th, August 13-

Ms. Turner: We did August 20th.

Ms. McClarin: Right. We did 20th.

Ms. Turner: Want to vote? We went from the regular to the special. The reason it was out of chronological order is the special meetings versus the regular meetings.

Ms. McClarin: Regular.

Ms. Turner: She wanted to do the regular meeting first.

Mr. Mays: You said August the 15th?

Ms. McClarin: We're on August 29th is a special board meeting. Because we went regular, then we went special, then we're doing special again.

Mr. Mays: I'm still ... What was the second one you just passed?

Ms. Synor: We just did August 13th.

Mr. Mays: This is what I'm looking for. Okay.

Ms. Shaheed: Are you sure? 29th is right here.

Mr. Mays: Okay.

Ms. McClarin: Yeah.

Ms. Synor: So now we're on August 29th.

Mr. Mays: Yeah.

Ms. McClarin: We got a second. You okay now Mr. Mays?

Mr. Mays: Yes.
Ms. McClarin: Okay, we'll call for a vote please.

Discussion: None

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

Yes – 5
Motion passes.

VII. APPROVAL OF REGULAR BOARD MINUTES FROM SEPTEMBER 17, 2018

Ms. Synor: I move that we approve the regular board minute meetings from September 17, 2018.

Ms. McClarin: Can I have a second?

Mr. Mays: Second.

Ms. McClarin: Thank you. Discussion? Call for the vote please.

Mr. Mays: The only discussion I have Madame Chairman is my honorable colleague said that she hadn’t yet [inaudible 00:16:31] reading these minutes and we are passing them according to her.

Ms. Synor: Agreed.

Mr. Turner: Alright.

Ms. Synor: Give me one second too. I ask that September 17th has any adjustments to it, because these are the notes that ... These are actual ones that I'll be doing.

Mr. Mays: Okay.
Ms. Synor: September 17th had no corrections at all.

Ms. McClarin: Excellent. You hear that Mr. Mays?

Mr. Mays: Yes.

Ms. McClarin: Okay. You can call for the vote now.

Discussion: None

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

Yes – 5
Motion passes.

VIII. APPROVAL OF REGULAR BOARD MINUTES FROM OCTOBER 15, 2018

Ms. Synor: I move that we approve the regular board minute meetings of October 15, 2018.

Ms. McClarin: Can I have a second please?

Mr. Mays: I second it.

Ms. Synor: Any discussion?

Mr. Mays: Yes, madame Chairman. In reference to perusing the minutes ... Where you able to condense these minutes opposed to having these 10 to 15 pages.

Ms. Synor: No, we did not. And in talking to Mr. Turner, they are slightly consolidated. But in order for us not to miss the intent of the meeting, we have left them at the pages they come out as. And it allows for the minutes ... The minutes are broken out by who spoke instead of summarizing what the content of the conversation was, based on assuming things, it's just easier to have who said what in the minutes. And you may not have heard me say this; that's

Amended minutes for 09/17/2018 are approved.

Ms. Synor moved and Mr. Mays seconds the approval of the amended 10/15/2018.
why the new microphones are in the middle of the floor now. To be able to capture everybody.

Ms. Synor: When I read the October minutes, the minutes looked so much better. Because, A ... We didn't over talk one another a whole lot during that meeting. So, everything was captured. And actually, there were a lot less minutes because we took the time to give each other, the freedom to speak and they were able to capture it. A lot of times there are a whole lot of entries simply because it will be ... Let's just say it's Ms. Turner talking, and then I'm talking, and then Mr. Fambrough is talking. That will be the case. And so there will be three entries. So now, if there's just one person talking, there's not two other additional entries. So, you'll see that the minute packets are smaller if we give each other consideration.

Mr. Mays: I appreciate that.

Ms. Synor: Madame Chair, Mr. Rashid.

Ms. McClarin: Please let the record reflect that Mr. Rashid is here at 6:50.

(Mr. Rashid Arrives at 6:50PM)

Mr. Rashid: Thank you.

Mr. Rashid: I apologize for that.

Mr. Mays: Madame Chairman, is he cognitive at to what time the meetings start?

Ms. McClarin: Any more discussion on the minutes Mr. Mays?

Mr. Mays: No, Madame Chair.

Ms. McClarin: Okay, could you call for a vote please?

Discussion: None

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

Yes – 5; Abstain - 1
IX. APPROVAL OF SPECIAL BOARD MINUTES FROM SEPTEMBER 4, 2018

Ms. McClarin: Thank you.

Ms. Synor: Madame Chair, if I could. Mr. Rashid, just to bring you up to speed.

Ms. McClarin: Yes.

Ms. Synor: The microphones are on the floor in order to capture the voices a little more clearly. I did have an opportunity, I spent three hours here on Saturday morning reading all the minutes. So that I could get them passed. The recommendation that we give each other the allowance to speak without over talking one another and not have a side bar allowed us to have really good minutes for the month of October. They were consolidated down quite a bit because there wasn't a whole lot of over speak between one another.

Mr. Rashid: Okay.

Ms. Synor: The service that Mr. Turner uses to capture and then transcribe the minutes, they did an excellent job for the month of October. You could tell that it was intentional that we didn't over talk one another, so it allowed the minutes to be much shorter, instead of them trying to figure out who said what throughout the minutes. We are going to test having the microphones in the middle of the floor to see if we can capture people's voices a little more clearly; so that you don't have to put inaudible in the minutes so much.

Mr. Rashid: I remember we had those little missing spots before.

Ms. Synor: Yes, correct.

Mr. Rashid: Okay.

Ms. Synor: And then the last thing, is I was willing to put the September 4th minutes before us for approval. Although I read them, I was not here for that meeting. So the contents of that meeting being as it was from haste, I think somebody else should read them and put them out for approval.
Mr. Rashid: Okay.

Ms. Synor: But they didn't look bad or anything like that. As I have the floor, I just would say to each other ... We really do need to read the minutes and give Mr. Turner back any feedback that we have. Because that way we don't have the minutes stacked up on us like this. And if you have a concern about something, then we need to say something. I think it's important for us to read them, because like I said, if we had just went ahead and approved the ones set of minutes, it said "500,000 down to 3,000." And I knew that it should have said 300,000. So, if he had to go back and listen to that part of the tape and he's able to do that. But we need to pay attention to those things because if somebody goes back in and says, "Hey, you guys said you were only going to spend $3,000." And we knew it should have been 300,000, we would be held to that 3,000 because we approved that [those] minutes. So, it's my recommendation. Take your time. Get your cup of coffee, cup of tea. And read the minutes.

Mr. Rashid: Madame Chair, may I speak for a moment.

Ms. McClarin: Bringing up to date also that the President is ill.

Ms. Synor: Ms. Turner is ill, so Ms. McClarin is chairing.

Mr. Rashid: Madame Chair, I just had a question. When Mr. Turner prepares these meetings and he sends them out to us prior to the meeting by electronic form, I think that's the time that we have to take advantage of reading this stuff before we get here.

Ms. Turner: Right.

Mr. Rashid: If there's any issues, they've already been discovered what they were. Because we all have electronic devices to receive these emails from him. I've been kinda keeping up with mine. So, I don't know if we need a specific date that we should receive the minutes prior to the next meeting so everybody will be kinda looking for them. Or how you want to do it. But I just think that that's a good way for everybody to kinda be on alert to look for them, be able to read them, and be able to respond in a timely manner.

Ms. McClarin: And if I'm not mistaken, this is really the first time we ever had back up like this. I remember last meeting I was at, Madame Secretary suggested, "Hey, we got quite a few mistakes here." And we had to change our process. And she agreed to give up her time to come go through everything. So now, thank god we have the process where we can finally vote on them and everything. But it had been going pretty well. They were coming out better than it was; before we were really delayed. Now, it has been doing pretty
good until we changed over to it. No doubt, I agree with you. That's the time to look at them and try to find the mistakes then.

Mr. Rashid: I also just want to say a formal thank you to Secretary Synor.

Ms. Synor: Hey, for sure. Thank you all. It's my responsibility. So, thank you.

Ms. McClarin: We appreciate it. That just leaves us with the last set of minutes for September 4th, 2018. If I can have a motion to accept the minutes.

Mr. Mays: I thought you said [inaudible 00:25:26].

Ms. Synor: I did read them. I'm not...

Ms. McClarin: She said she would not do September 4th.

Ms. Turner: She was not going to make a motion.

Ms. McClarin: Right. She wasn't [going to] make a motion for September 4th.

Mr. Rashid: I'll make the motion to accept the minutes. To approve the minutes from September 4th, 2018.

Ms. McClarin: I appreciate it. Can I have a second?

Ms. Turner: I second.


Mr. Turner: Ms. Turner second.

Ms. McClarin: Any discussion? It already seemed like we had a lot of discussion. Any more discussion? Okay, Mr. Turner.

Discussion: None

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

Yes – 5; Abstain - 1

Motion passes.
X. COMMUNICATIONS

Ms. McClarin: Thank you. Minutes passed. Alright. That takes us all the way down to Item 10, Communications.

Mr. Latimer: We have one communications. Do you want me to read it verbatim?

Ms. McClarin: However, you'd like to read them.

Mr. Latimer: This is from the Brown Stone Book Barn, October 2018.

Mr. Latimer: "Dear Librarian, As director of the Brown Stone Book Barn, a private nonprofit foundation, I have chosen your library with the recommendation of the state librarian of Ohio, Ms. Beverly Cain, to receive a gift of 100 books. I am interested in providing books for young children. Hopefully to excite and foster an early interest in it. And a love for books and reading. The public library of my youth gave me an addiction to books that has enriched my life and my wish with this collection is to give this experience and pleasure to many of the young people. I compile the enclosed book list with enjoyment fantasy found in my ... This is the way it works. Check off 100 books from the list. Also check off 25 books in the column title “alternate”. These will be substitute for titles that become unavailable in the event that they are out of stock or they are out of print. I urge you to send your book list in quickly. Please note, orders must be received by November 1, 2018."

Mr. Latimer: We received the list. We submitted the list before November 1, 2018. We looked at the list. We went through our collection. We identified those titles that are culturally relevant. And we also worked with some classes as well where we decided to get multiple copies; not choose all 100. Multiple copies for a total of 100. So, we could use them for classroom usage. We have not received the books yet, but we are very excited about this project.

Ms. Turner: As clarification, I'm sorry. Multiple classrooms. to go into the school classrooms?

Mr. Latimer: Right, they'll be collections. They would be use(d) to go from classroom to classroom as we do our outreach efforts.
Ms. Turner: Okay, I'm with you now. So, we have 4th grade books and this is our 4th grade title. And that collection of 4th grade title(s) will go from this classroom, to that classroom, to that classroom.

Mr. Latimer: Correct. That's the only communication.

Ms. McClarin: Okay, thank you.

Ms. Turner: Do we need to approve this?

Ms. McClarin: The process has already taken place.

Mr. Latimer: Yes.

Ms. McClarin: Like you said. I still think we need to-

Ms. Turner: But anything that comes in, the board has to accept. That's part of the deal. So, it needs to be added to ... And if that is the case, we have not approved it as of this date.

Ms. McClarin: Okay.

Ms. Synor: Can we just make a motion, excuse me. Madame Chair, can we just make a motion to accept this.

Ms. Turner: Yes.

Ms. Synor: I move that we accept the gift from the Brown Stone Book Fund for 100 books that were given to the East Cleveland Public Library for use as outlined in the communication.

Mr. Mays: I second.

Ms. McClarin: Thank you, there's been a move to second it. Any other discussion? Call for the vote please.

Discussion: None

Roll Call Vote: Ms. Turner (yes), Ms. McClarin (yes), Ms. Synor (yes), Ms. Shaheed (yes), Mr. Rashid (yes), Mr. Mays (yes).
Yes – 6
Motion passes.

XI. PRESIDENT’S REPORT (T. TURNER)

Ms. McClarin: Thank you. The gift has been approved. Okay, President’s report.

Ms. Turner: I am moving really slow and speaking really low because I have been suffering from bronchitis for the last week or so. But the one thing that I will say, is that I have been super-duper impressed with how our staff has been holding down the fort in all of the varied things that have popped up and had to be handled in the absence of the Executive Director. So again, I want to say kudos to them. You gentlemen were holding it down for us and keeping everything moving forward. More importantly than just keeping the doors open, but actually moving the organization forward toward the things we needed to accomplish. So, I don't want that to go unacknowledged.

Ms. McClarin: Thank you. I appreciate it. The whole Board does. And with that said, we will go to the Director’s report with our Interim Director Mr. Latimer.

XII. DIRECTOR’S REPORT (C. Latimer)

Carlos Latimer — Interim Library Director

Director’s Report — October 2018

The East Cleveland Public Library was closed for an emergency building repair on the following days listed below to repair boiler pipes. All staff that was normally scheduled to work on the closed days was paid for their regular work hours during the library’s closure. The Emergency Plan by the library’s leadership was rolled out where the community and the stakeholders were informed and notified with little to no back lash. The libraries re-open to the public on Friday, October 26th, 2018, at its regular time 10:00 a.m.
Closed Days

Tuesday, October 23rd, 2018

Wednesday, October 24th, 2018

Thursday, October 25th, 2018

All staff training included Monday October 8, 2018 as Safety Day. Safety Day started at 9:00 a.m. and end at approximately at 5:00 pm. This mandatory all day training for all ECPL employees included First Aid, a fire drill, and A.L.I.C.E. training. Breakfast was provided for those who wished to indulge included grits, eggs with cheese, turkey link sausage, kielbasa, yogurt, and fruit and lunch included a Taco Bar.

ADULT PROGRAMMING

* 100 guests attended the Herb Wilbourn Jazz Concert as part of the Sunday afternoon music series.

* Other adult programs for the month included, Dress for Success,

National Disability Employment Month and Case Western Reserve University (Breathe Free Project) Rap Up

CHILDREN’S and TEEN PROGRAMMING

* ECPL hosted a Haunted Library event for Halloween where over 200 youth participated in age appropriate Halloween crafts, activities and haunted house tour of the library.

* Students from Heritage Middle School and Shaw High School came over to be part of a discussion with the library’s partner A Cultural Exchange on the importance of reading and identifying African- American literature authors and titles. Students also read excerpts from their favorite books.

* 1,127 students participated in the following programs for the month; Rhythm Read, Just Dance, Fire prevention week, Youth Day, Lego Lab, Bully Prevention Week and Sweetest Day Cards.

* CEOGC Day Care came for Storytime twice this month Fall, and Halloween stories were read, songs, movement activity and the use of the flannel board for visual support.

* Activates in the Shirellda H. Terry Teen Room included Writing Lab, Book tasting (reading advisory), TAG, Ask Teens, Quilting, Line Dancing and a Halloween party.
* Over 100 guests attended the annual Shirellda H Terry anti-bullying programs where speakers and community partners shared messages around safety for youth, anti-bullying and support resources in the community.

Technology

Network Administrator, A’sarah Green attended the Cleveland Foundation’s Collaborative Meeting. She proudly served as a panelist for the Convenes discussion around Digital Equity and Inclusion in the context of Northeast Ohio. Convenes is a monthly series of gatherings where attendees had the opportunity to network and discuss topics of interest related to data, civic tech and digital inclusion.

Technology classes for the month included, Google Series, one on one computer Assistance and Creating a Deaf Friendly Library Workshop.

Technology staff also provided staff training on LibCal. LibCal is an affordable, easy-to-use web platform designed to handle libraries' calendaring needs. Its four distinct modules work together to provide an integrated solution.

42 patrons checked out Hot Spots for the month.

Job Shop had 1,250 patrons receive computer assistance and instruction around job search, resume building and completing online employment applications.

PC Usage Report

Children’s Department 616

Computer Lab 481

Reference 1002

Teens 661

Total Uses: 2,760

Outreach SPECIAL PROGRAMS AND PARTNERSHIPS

* At the McGregor Home, Mondays and Wednesdays and the Salvation Army on Tuesdays and Thursdays, during the month of October the regular group older adult students participated in the Basic/Advanced Computer Classes.

Personnel Report

October 2018
I. Retirements

- None

II. Resignations/Terminations

- Michael Grays, Security Monitor full-time SG 14 Step 13 $27,300 per year, effective 10/08/2018

III. New hire/promotion

- Angela J Martin, Maintenance Worker, part-time Grade 14 Step 10 $13.25 per hour. 10/25/2018

- A'Sarah Green promotion to Network Administrator Grade 25 Step 4 $46,000 a year. Previous, Computer Tech II/Instructor SG 17 $32,500 a year 11/04/2018

- Charles Hill, Computer Tech II, Grade 20, Step 1 $19.69 per hour. Previous SG 17 Step 1 $16.67 per hour. Corrected change in rate. 10/26/2018

III. Recommendations

- None

Postings:

- Security Monitor part-time (2) positions SG 14 Step 13 $14 per hour.

Sick & Vacation Report

- Ross Cockfield

Current Staff

- 6 full time/ salaried employees
- 10 full-time, hourly employees
- 15 part-time, hourly employees

Total 31 employees

November 8, 2018
Ms. McClarin: Thank you.

Mr. Mays: Madame Chairman, I move that we accept.

Ms. McClarin: Well, wait a minute. I want to see if there's any questions or anything first.

Mr. Rashid: I did have a question regarding the homeless family that was occupying the building when we came (the other day) to the Committee Meeting. Was there a resolution to that or they just stopped showing up?

Mr. Latimer: If everyone is not aware. When we opened our doors last Monday, there was a family of 10 that showed up at the building, in front of the building, 7:00AM in the morning. They were banging on the doors, trying to get in, although our hours are posted. They came in to the library, staff was a little shocked. Of course, we are a public entity. We open our doors to everyone. After a few hours, they realized, based on the behavior and activities, that this was a family that was displaced. So, our staff referred them to a partner in the Basement, the East Cleveland Neighborhood Center and they decided to identify some local resources, the Salvation Army and I think another organization, where they actually paid for a cab to take them to get a shower and some other things. All of them didn't go. But a few of them did, but of course they came back.

Ms. McClarin: They were one family, or just a group of-

Mr. Latimer: We don't know if they were all related, but it was definitely intergenerational, small kids, adults and older. We think maybe from a home that maybe burned down or a contributing situation. But we don't pry into their situation. There were some behavioral issues. We didn't understand our guidelines of being in a library. So, we did explain to them, staff was pretty diligent helping them, but also reinforcing our rules. Eventually, they stayed for two or three days then they moved onto the next organization or maybe they found housing or maybe they were put into a hotel.

Ms. Turner: They were just here during the day?

Mr. Latimer: They were here from opening to closing.

Ms. Shaheed: They were gone in the evening and came back in the morning?

Mr. Latimer: Yes.

Mr. Mays: Are you cognizant as to where they stayed at night?
Mr. Latimer: No, not at all.

Ms. Shaheed: Does the Salvation Army provide some type of overnight help for people in East Cleveland, or you don’t know?

Mr. Latimer: They handle crises. They do provide food. They provide showers, but I don’t think they provide beds overnight. A staff member did make some calls where a few of the organizations were already familiar with them, but not in a favorable way. So, they truly didn’t want anything to do with it.

Ms. McClarin: But you all handled it very well. You did what you could do.

Mr. Latimer: It was handled very well by security and reference and circulation teams.

Ms. McClarin: I noticed that when we came in for committee meeting, I think it was security that made mention that we’re seeing that we’re having more homeless this year than we’ve had before.

Mr. Mays: That’s across the country.

Ms. McClarin: Yeah. We talked about having that before you had this special training that you just had on the 8th, where it talked about it was going to be preparing for something like that, just in case, we know it’s going to be the weather or whatever but you may be looking out for maybe an increase in homeless coming.

Mr. Latimer: I can comment on that.

Ms. Synor: I just want to say that we’re asked the question, do we have the brochures that 2-1-1 has made available, so that people can go through the call list to get their needs met? 2-1-1 is United Way’s first call for help, that people can call. Then United Way funnels people out to services, to get their needs. If you dial 2-1-1, they are the centralized resource for all resources necessary for homelessness and other, domestic violence, all of those different types of thing. That would be something useful to have. They have little placard card style things that you can add. That way, if you don’t want to offend somebody or you don’t want to ask too many questions, you can offer them that as a service without prying too much into their business.

Mr. Latimer: We can share that with the committee? We had a committee in place, this was last year. However, we’ve never really seen the impact of why we need that committee until it gets cold. It was to create resources around families and homeless patrons and we were looking to pull information like that First Call for Help Card. There’s something called a Street Card. They can go online and print it. If has a list of all the resources, you can direct your
patrons to. We wanted to create a space, where instead of someone reaching out to them, because they might be embarrassed, where they can get the resources themselves. It's clearly identified social service, resources, homeless services. That's something we can get moving on.

Mr. Mays: You and the staff should be felicitated for a job well done, recognizing it can happen to any of us. We may be here today, but we can be down here tomorrow. I'm not sending them back out to the cold and keeping them here until it's time for the library to close. I appreciate that. Thank you.

Ms. Turner: I have a technical question it never occurred to me before now. We have the Kid's Café. Can we feed adults with that? I'm not asking you did you feed an adult if it's a problem. I'm asking to say something crazy. What I am asking is [crosstalk 00:46:37]. Yeah, it's like in the middle of the day, that happens. Is that doable? Or do we need to look for some alternative things in case, for adults?

Mr. Latimer: That's a question. Mr. Turner, would you know if Kid's Café can serve adults?

Mr. Turner: I think maybe if they have children with them. I don't believe they can come by themselves. I think if they have children with them, they can.

Ms. Turner: That just occurred to me. I just was wondering. I've been here when there was homeless adults in the building where we've been conscious that children don't eat particularly during the holidays and that kind of thing. The food that they get here at the end of the day may be the last food that's available to them. That just occurred to me.

Mr. Latimer: We had the one community group come in that, Ms. Shaheed is aware of. They did a dinner and it was lines of patrons. It was received, and people were grateful for that, which is really shocking, some of the things that came out, some of the kids because it was a Saturday. This was their first and only meal for that day. That's the reality. Now as a service, moving forward, that's a question that the Board has to say, "We want you to move in that direction" and you'll give us the support and resources, which require staffing. There's a partner, the food bank. There's a best practice, Maple Height's Library, provides a family dinner. But it's a staffing component.

Ms. Turner: They provide a family dinner via the food bank?

Mr. Latimer: I think it's the food bank, but I can get details.
Ms. Turner: That will be interesting to know, as time progresses. If you can gather data about that.

Ms. Synor: Just a thought behind that in developing. It should be more of a committee and Library Services dialogue. But as I'm sitting here thinking, there are some catering companies that donate their time. If we got food from the food bank, and you had a catering company that only did their time, then it would minimize the impact on the human resource. We wouldn't need them, if we just needed people to serve versus needing people to prepare and things like that. If we did that once a month or twice a month, we're going to need to look at the logistics behind that. Maybe we can find someone who, a small catering company who's willing to donate their time to help assist in that effort. Because it is a significant undertaking. We're probably talking about food and health and temperatures and things like that. We have to be mindful of the whole circle of things. If you can ask Maple Heights how they roll out their program and how it makes it work for them. If you have that by the time, our meeting is next Monday, so we might need to schedule to next Wednesday. Whichever day we have our Library Services meeting, if you have some information that would be great.

Mr. Latimer: It's also great timing because Ms. Shaheed is also working with her committee how to better give something out of our volunteer program. That can now go together.

Mr. Rashid: The only comment I have in our desire to want to help, we have some issues we're going to hurt ourselves. Because this could be a slippery slope, in terms of the helping. Even though it's needed, I don't know if this is the appropriate place for us to start pursuing it, because we want to provide public services and we want to try and do what we can and help the community but looking at what I saw with this other group here, and if it's get recognized that this is a resource for that specific issue, we're going to be doing more than library services. Because the need is just that great. I don't know if we want to try and partner with one of the churches or something, because to try to tie our staff up with that, at the same time you're trying to run a library, I don't know how that will work. I really, really don't. I don't want to be the bad guy in trying to say, be negative about it. It's just that once that starts, and the word gets out here, there will be more people in line for food than it would be for books. We have to determine exactly what we're going to handle that.

Ms. Turner: I'm looking at how it already works in another library and seeing exactly what that looks like. Then we can make some choices, based on the conversation that can happen in committee and if the committee is feeling
like it's a need more greatly considered, then we can just bring it in. They're going to bring it in for all of us to discuss it.

Ms. McClarin: I would like to say too, I was thinking about [inaudible 00:52:00]. One thing I know we have is water. They would have crackers, snacks and I was just thinking, I think that would be appropriate, if we had to give a homeless adult who's here needs to have something. That wouldn't hurt. That's something that we already have and not going into the children's food or anything. I just want to put that out there, as far as addressing a need. Because sometimes you do have to address that need right on the spot. But that would be appropriate, a bottle of water.

Ms. Shaheed: We have a lot of people that come here, not necessarily for the food but for warmth, because they got it so bad at home. When the library opens up it's a warm place to be. So, it's not just the food factor that we're looking at.

Ms. McClarin: I'm just saying, if it comes to that point like this family here, whatever the situation is, we need to offer an adult something to eat. That would be within range.

Mr. Mays: I agree with that because as I've said earlier, and I'll say again, just because we're here today, we can be there tomorrow. We would like the people to respond and recognize our shortcomings at that time. Also, I think it would help too, as Mr. Rasheed has said, they will clutter at the door, opposed to having some area that you can have them concentrate at that particular area and not at the library but concentrate in the same area. They wouldn't be in the flow of patrons coming in and out of the library. I think you said you found them at the door.

Mr. Rashid: Yeah, one of the things I've thought about too since that day, was trying to be a resource to redirect these people. Because if we start allowing that to happen, it won't be one family, it will be two, maybe three. Just based on what we saw, if you recall at the Library Associations last week, there was a movie that we watched about homeless people, the effect that winter time has on them, how they end up taking over a library. Because there were so many of them coming there every single day, basically it became their home. If we became a resource for information and partners of the organizations that we knew could help. That would be our best course, rather than trying to go the direction of solving some of these issues, because they're complex. They're going to take professional people who do as their full-time job, rather than for us to try to start taking on that additional burden with the ones that we already have. Not just thinking long about paying for it but how do you administer it. That's my line of thinking.
Ms. McClarin: I think that's the room we were talking about, the resource room. Have a resource room for that type of thing and taking them there. And dealing with them.

Mr. Latimer: For a space, not specifically a room.

Ms. McClarin: Well I say room, yeah. Basically we're saying as being a resource, not just to take them there, so they can be in private while you try to help them and lead them to the right.

Mr. Mays: What he said, there's one in Maple?

Mr. Latimer: As far as the dinner for adults, Maple Heights.

Mr. Mays: Maple Heights? Let's wait and see what, he's going to get that information.

Ms. McClarin: But yeah, they're going to work it out between them.

Mr. Mays: And we can go from there. I think we have discussed this long enough.

Ms. McClarin: Was that the end of your report?

Mr. Latimer: That's the end.

Ms. McClarin: Now you can make your motion

Mr. Mays: I move that we accept the report coming from the interim Director.

Ms. Synor: I second.

Ms. McClarin: It's been moved and seconded. We already had discussion.

Ms. Synor: Amen.

Ms. McClarin: Please call for the vote.

Discussion: None

Roll Call Vote: Ms. Turner (yes), Ms. McClarin (yes), Ms. Synor (yes), Ms. Shaheed (yes), Mr. Rashid (yes), Mr. Mays (yes).
XIII. FISCAL OFFICER'S REPORT (R. COCKFIELD)

Fiscal Officer Report
Ross A. Cockfield, Fiscal Officer
For Financial Period ended October 2018

Prepared November 2018 Financial reports as of October 31st have been distributed. Ten month's spending has strained some of our line items and consequently requires appropriations adjustment. Our reconciled cash fund balance for all funds as of October 31st is $739,686.52. The breakdown is as follows:

**Bank and Investments:**

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<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>US Bank</td>
<td>$34,566.00</td>
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<tr>
<td>Plus: Deposits in Transit</td>
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<tr>
<td>Less: Outstanding Checks</td>
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<tr>
<td>US Bank Adjusted Balance</td>
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<tr>
<td>Star Ohio 1</td>
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<tr>
<td>Star Ohio 2</td>
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**Total Bank and Investments $739,686.52**

Total Bank and Investments Funds:

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
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</tr>
<tr>
<td>Flewelling Fund</td>
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<tr>
<td>Performing Arts Center</td>
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<tr>
<td>Building Fund</td>
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<tr>
<td>Permanent Fund</td>
<td>$3,792.00</td>
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</tbody>
</table>

**Total Fund Balances $739,686.52**

We're awaiting our preliminary Certificate of Estimated Resources for 2019. We have an estimate of PLF revenue for 2019 which shows an increase of $68,189 over projected 2018. We still don't know what our property tax revenue estimate will be. Once our preliminary estimate is received I'll add our ending balances and any monies expected to be received from existing grants to establish a total amount available for appropriation.
Mr. Latimer and I will be meeting soon to work on a temporary appropriations budget for the Board's review and approval. The Temporary Appropriations will establish three months spending for 2019 before a permanent budget has to be established. Next month we'll be presenting the 2019 preliminary appropriations to the Board for approval.

I've provided the Board with the quarterly reviews from Kevin Penn, CPA for the second and third quarters. Please review them at your leisure and contact me if there are any questions. After a final review of our spending limits and current appropriations, I'm requesting that the Board pass the resolution to approve a final appropriations adjustment for 2018. The requested new appropriations for the General Fund are $2,475,185.22. The detail was emailed as part of the Board material and is supplied as a handout.

Additionally, there's a resolution before the Board to approve 2019 Tax Advances. It's a standard resolution which is requested every year.

Next month I'll summarize 2018 and compare our performance to prior years.

We're continuing to make progress with our conversion to the new accounting system. We have all transactions entered thru October 2018 and are comparing balances and transactions. I'm currently working on developing financial statements and will send the Board samples as I get them developed. At the request of Mr. Rashid, I'll be contacting each Board member to go over the Board interface to the new accounting system. This interface will allow Board members to get real-time information from the accounting system in the way of charts and graphs. Please expect to hear from me within the next few weeks.

Ms. McClarin: Thank you. Any questions?

Mr. Rashid: I know that you gave me that number once before, but the additional money that you're requesting at the end of the year, can you just give me that number again?

Mr. Cockfield: The total is $2,475,185.22.

Mr. Rashid: So that's almost $250,000?

Mr. Cockfield: Yes.

Mr. Rashid: $250,000? Okay. I know that we discussed it in our finance meeting, but it may be appropriate to, if some Board members are interested in determining, or giving us a generalized breakdown of where this extra money went to. In the finance committee we talked about how, ways that we could possibly be able to save ourselves money. We're going into next year by using this year as an example would not be good.

Mr. Mays: Before you answer that, $2,475,185.22, and you're saying that-
Mr. Rashid: They need more money than what we originally appropriated for us to finish out the year and pay all our bills. That money is close to a quarter of million dollars. That's why-

Mr. Cockfield: $150,000.

Mr. Rashid: I'm sorry?

Mr. Cockfield: $150,000.

Mr. Rashid: $150,000, I'm sorry. So with that, if you want to understand where that $150,000, what caused that difference. I think [inaudible 01:01:45] can share with us in a general forum. I don't know if you want to give specific, exact numbers. That would be good to everybody to understand. So, if we make decisions next year, if we had known what we know now, we could have done some things last year to prevent this. Because some of this money is going into legal fees and consulting fees that we didn't have to actually spend. But some of these expenditures took place and the Board had already authorized other people to make those decisions. That's not all of it but it is a significant part of it.

Mr. Mays: Just to add to that, Madam Chairwoman, to my honorable colleague whatever, we have to be transparent. As far as going into a closed session to discuss finances without any public in an open session. We can't go behind closed doors and discuss this.

Mr. Rashid: I don't think he wants to do that.

Mr. Mays: He said we can do it in a-

Ms. Synor: Nobody said in an open session, he claimed that he could be specific. He said he can give us the examples or he can generalize where it came from. There's no directive to go and have a discussion outside of this room, right now.

Mr. Mays: I wasn't saying for now. I thought I understood him saying, that's why I said we had to be transparent. Off the top of your head. But don't say it if you don't think that's the case. We do something or someone else do something, spent money that could have been overspent the judgment or whatever the case may have been, if they had a such budget that was allocated to them or whatever. I'm asking you Mr. Cockfield.

Mr. Cockfield: There were fees I guess that were paid that we're all above board I think the need for certain services exceeded what we might have originally anticipated, and in order to complete the process, those fees had to
continue to be paid. I believe though, that certainly going forward, it's my belief that all of our policies, all of our Board policies have been written and approved, our facilities cost(s) are stabilized. The need for outside consultants, I believe that's certainly diminished to the point where it would be an unusual occurrence if someone is brought in for something like that. So, I think though the decisions that were made were justifiable, but given the magnitude of what might've been going on, I think they just got out of control.

Mr. Mays: We're not calling it a name or anything of this nature, but during the process, which [you] alluded to, in reference to hiring someone to assist in the endeavor of the policies and procedures ... and not calling any names or what have you here. Is that, some of that's what's driving ... Are those people still on payroll, if you know?

Mr. Cockfield: Yes.

Ms. Turner: Just one of the things that would be helpful I think in the future, is when we have this appropriation adjustment, one of the things we've never had is a narrative. And so, and we don't ... Like even when we do our budgeting, there's no budget narrative, we have numbers, but the numbers don't necessarily tell the story as legibly, as the way numbers should tell a story in the future because of the way we're going to do this. But I think, looking at this from the top, it looks like the lion's share of this came in terms of salary. Now, our external consultants don't get a salary, so-

Mr. Cockfield: No-

Ms. Turner: So, salary are the people who work here. So, it looks like we have more people coming to work this year to do things for us, and so, because of that, it could be part of our staff, because it says salary, but it does not say anything else. So, I think in the future, when we get this, if we can get a narrative just to say ... And for instance, there's three different salary lines on here from what I can see. So it would just be helpful to break that down.

Mr. Rashid: My response to that is that we budgeted for the salaries that we ended up paying. And so, the salaries, I don't think are that far out of line after what we anticipated, it's these extra fees that we're paying. For instance, without saying, as my colleague just said, without mentioning any names, how many of us were aware we were paying $275 an hour for legal services? I know I was not.

Ms. Turner: That's for legal services.
Mr. Rashid: Well, I would like to differ with you on that, because if in fact, we're a library, a non-profit, and we searched to find ... Well, I should say a different way because I wanted to say, I would like to go at it a different way and try to get some bids from legal ... People that can help us with certain legal services, because even as we sit right now, the services that were rendered to us, we still don't have a clear operating direction as to what to do with all of this. We spent a lot of money on closing a deal, which I know we're going to get to later on in this agenda, but we still don't know which way to go with this, but we spent all that money. How, we don't know-

Ms. Turner: I don't know what you mean by, we don't know which way to go.

Ms. Synor: Why don't we get to that point. Let's not mix apples, oranges, and fruit cocktails.

Mr. Rashid: But I just wanted to preface my comment with that, is that there's money that we spent that we probably could've did better if we would've shopped for what we needed or did it in a different way.

Ms. Turner: Well, I think definitely, the things that would be helpful ... because we're, like I said, we're getting in the air, as opposed to brass tacks is definitely in the future having a narrative. There's something that the account code, you know, the first account code for salary needed a $41,000 adjustment, and that $41,000 would go to the following places, and that's why. You see what I'm saying? The next one is we have ... because we had more salary, we had to pay more to OPERS, so then that's the adjustment for ... You know to like explain it, to break it down for us in a way that... Yeah, to have a narrative that come with it, and it is ... Like I said, we've never had a budget narrative, and that makes reading our financial documents and really getting a sense of what's happening a challenge.

Mr. Rashid: I agree.

Ms. Synor: Round two. Just for our colleagues here, we actually do have a narrative. We did get a narrative in the finance committee meeting, but I think you're correct, [Ms. Turner 01:10:07], that it would be good for everybody else, because we do know which line item 1-10 is, 2-10, etc. on the salary. We knew what the salary were for the different groups because we did ask that question.

Ms. Turner: Yeah, and so, you were in a much better position-

Ms. Synor: Exactly-

Ms. Turner: To do like, oh, okay.
Ms. Synor: Right. So, I think it would be good to give a summary, especially for those high-level ones, the ones that have the greater impact. Some of them ... and I would just give an example, it's not that it's on this sheet, but let's just say, it's postage. Let's just say, we assume we weren't going to do a lot of mailing, and then we decided mid-year that we needed to send some information out, and it's a 6 or $700 or $1,000 adjustment that needs to be made. I think that's not something that's significant with the impact line, but Saturdays are high impact line, consulting services are high impact line. And we know that if you address salaries, you know that's going to affect OPERS it's going to affect insurance, so to think that have relatable responses that go along with them. And I don't want us to get mired down ... You and your ringtone over there.

Mr. Mays: I put it all the way down.

Ms. Synor: We need to be a part of the budget process after they make the recommendation, not only them coming to say this is what we'd like to have, but when the draft budget for 2019 comes out, that would be great to have a narrative to go along with that for the recommendations. That way we can talk about what things we potentially may need to have for something for flexibility for, or what things ... so consulting fees, or if we had to have a outside vendor for something, or if we want to support a particular endeavor. We need to talk about that, so we can know where it falls at, and what line item it goes to within the budget. I don't know that we've really ever sat down and discussed that. There have been a couple of things like when we talk about building repair, we may give a little bit of input on that, but moving forward, that we want to make better informed decisions. I think as it relates to the budget, if we could have a narrative that goes along with the high impact costs that are in the budget, then that would allow us to help make some decisions and help meet and guide us, as to where we need to get those resources from, because we talk about needing external resources, but how do we go about getting them from a particular place, if we don't know who's willing to pay for those particular items., so-

Mr. Mays: And just to come in on ... while we're up here.

Ms. McClarin: After your comment, we'll get back to Mr. Cockfield.

Mr. Mays: When we enter into these contracts, so people coming in to do special work for us, or either assist us in some endeavors, is that a open-ended contract or is that is it open-ended, and secondly, do we approve an agenda ... I mean not agenda, but approved and amount for them as we enter into this contract with people?
Mr. Cockfield: Typically, no. Typically, no. I mean we have ... You have contracts for maintenance repair services around the library ... Yes, those are fixed [crosstalk 01:13:57] can give you an estimate. Obviously, if the job exceeds some limit, then the board gets involved and the board is obviously aware of what that limit is. Now, if you're dealing with professional services, it becomes a different story.

Mr. Mays: What?

Mr. Cockfield: It becomes a different story.

Mr. Mays: Okay, now-

Mr. Cockfield: And typically, it's up to the director to manage those services, and keep them within some reasonable range based on whatever it is these services have been engaged for.

Mr. Mays: What I'm saying in reference to that, for an example, when we ascertain the service of a person to do some professional work, and it's over the amount that has been authorized for the director or whomever to spend. That should come before this board to approve.

Mr. Cockfield: That's what I'm saying, there is no preauthorized limit.

Mr. Mays: It's open-end.

Mr. Cockfield: Yes, yes.

Mr. Mays: I think that we need to look at that-

Mr. Cockfield: I mean for, you know ... If the board needs something reviewed, there's not an understanding of what it's going to cost to have that review done if the material is in some bad condition, I mean that review could take 1,000 hours or 10,000 hours, depending on who's doing the work. So, whoever's doing the work, gives a reasonable estimate as to what it's going to take, and it's up to the director to make sure that those hours are managed.

Mr. Mays: But I guess what I'm asking you and ... The director has same obligations to operate this library-

Mr. Cockfield: Sure-

Mr. Mays: But and also, it has a budget set for what she can spend, or he, or she, or whoever can spend. And then after that, come before this board to either-
Mr. Cockfield: Oh, I see what you're saying-

Mr. Mays: Realign that line item or-

Mr. Cockfield: I see what you're saying, okay-

Mr. Mays: Or budget, or whatever.

Mr. Cockfield: No, that typically doesn't happen.

Mr. Mays: And that's a problem. Okay, thank you.

Ms. McClarin: Thank you, Mr. Cockfield. Was that your report?

Mr. Cockfield: Yes.

Ms. Synor: I move that we accept the financial officer's fiscal officer's report.

Ms. McClarin: Do I have a second?

Mr. Mays: I second.

Discussion: None

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

Yes – 6

Motion passes.

Ms. Synor moves and Mr. Mays seconds approval of the Fiscal Officer's report.

The Fiscal Officer's report is approved.

XIV. FINANCE COMMITTEE REPORT
Ms. McClarin: Thank you. The report passes. Finance committee report?

Ms. Synor: Yes. Well, part of it is the appropriations that we all just had. Mr. Rashid and I, albeit reluctantly, because of some of the costs that were exorbitant, we know that the appropriation needs to be made so that we can be in alignment with our reporting at the end of the year for audit purposes, and we're not borrowing money from anybody externally. We're shifting money around within our current budget to make sure that we can get the line items as they are. So, it's our recommendation from the finance committee that we ... Now, if we motion that the resolution that will come before us shortly to be passed—Yes, that's the first part of it. The second part of ... That I wanted to share with us, is that ... And I made the recommendation in our discussion, also, that there be a narrative, a summary of what we are going to be spending money for in the upcoming 2019 budget, and that we all take care to understand where the money is being spent, and the greater portion of what we spend money on is salaries, and as a concern, we have made a diligent effort to make sure that we give a cost-of-living increase, and at the same time, we need to be mindful of where money is going. So we need to look at salaries to see if we are on par with everybody, and if it would negatively impact them by not giving them a cost-of-living increase, but if it would negatively impact the library if our salaries are above what the comparable salaries are or within the library system itself, so that we can make our determination next month about whether or not our staff is going to get a cost-of-living increase in 2019. So that's something that we need to be mindful of, it is a public record, so I'm not having a discussion that we need to be having in secret, or in executive session, but we need to look at the cost-of-living increase across the board for the staff, and look at salaries to see that we're comparable across the board. And I do know that our pages get paid more, our pages are the highest paid incoming pages in the system—

Ms. McClarin: Yeah, we just updated that for them.

Ms. Synor: Right. So we need to look at that, as far as what we have for salaries as we have for salaries.

Mr. Latimer: You made that comment about our pages are being the highest. Our pages also function at a high level than other pages, because they are scheduled at the circulation desk and they cover sign-in at the reference desk or computers. Other pages, I don't think do that.

Ms. Synor: I mean it is good. That's why I'm asking that there'll be a comparable comparison, not just a title comparison, because titles, every place ... both of us could be called administrators, and one of us could do a lot of work,
and one of us could be a paper pusher. So, it's to make sure it's comparable, but we need to get the information so that we can make the right decision for 2019, for ... Even if it's not a total freeze, maybe it's just not the same amount, so we still have to look at that. And if you heard Mr. Cockfield, the estimated PLF did have an increase, but it may be offset by the tax ... What is it referred to, Mr. Cockfield, the tax?

Mr. Cockfield: Property tax-

Ms. Synor: Property tax receipts that we might get. So, we may be flat in what our budget is, but we still need to manage our purse strings appropriately. Lastly, he's going to ... We're going to have the resolution to approve the tax advances. This is nothing new to us. There's nothing foreign. We just need to make sure that we say, yes, and so, when do they come in, and the advances come in, that we can go ahead and receive them. It's something that we do [when] that comes in, we do this every year, but I just wanted to make sure that we were all aware of that. Is there anything that I've overlooked, Mr. Rashid?

Mr. Rashid: No, I don't think so.

Ms. Synor: I just think it's really, really important, once we get the narrative about the money and where it's gone, that we ... Two things that were brought up, Mr. Rashid said that maybe we need to shop around, if you will, for our services, instead of picking the first person who's willing to offer their services by the first name in the phone book or [inaudible 01:22:18] get things in more, but maybe we just need to learn how to shop around a little bit better for the services that we may need, because it's not that we won't need services, it'll just be who we get those services from.

Mr. Rashid: I just wanted to add that it would ... You know it's not in all of our best interest to look at these checks as they go out, and what these costs were because ... and then what they are for, and then ask questions, because in that way, we all have an understanding as to exactly where these checks are going. Just to give you one, for instance, Denk and Associates. We paid almost $10,000 ... $9,800, and at this day that we sit, this junction right now, we still don't have the information that we need to intelligently determine, if in fact, what was done, will it fit the budget that we signed up for-

Ms. Turner: For PACE.

Mr. Rashid: For PACE, because there was no parallel path. There was no objective clearly stated, at least this is what we were told. So, and I don't know some
... I'm not familiar with all of these different sub-Vendors. Vendors, like CHUBB $7,454.

Ms. Turner: That's insurance.

Mr. Rashid: Is that what that is? Okay.

Ms. Shaheed: Is that on the first page? Where is that?

Mr. Rashid: That's on page two, line item 43267. That makes sense, but some ... So it's just good to just know, I mean [crosstalk 01:24:00] because we got a right to ask-

Ms. Turner: That's one of the reasons that having a budget narrative is really helpful is because it does ... Like the way that it's historically been broken down, and also, that to the way we're going to be doing our finances into the next year, when we have a budget, when we have a program-based budget, so you can see this is how much money we spend on our children's programming, in general. This is how much money we spend on children's literacy. This is how much money we spend on arts and crafts. This is how much money, we spend on that. Right now, all we have is salaries and materials, and you get no sense of how much of our salaries and our materials went to children's programming. So, in the future, we will have a much better, since we will be better able to make decisions, and also, see what's been happening here, where's the money been going, because we'll be able to see. If we find that, let's say, we spent, let's say ... PACE is a program. And in the PACE program, we had external consultant fees of $30,000 is the ... How vital is that?

Mr. Rashid: Exactly-

Ms. Turner: You see what I'm saying?

Mr. Rashid: That's exactly what I'm saying-

Ms. Turner: It's about how ... It's not that the numbers are lying, but they don't tell you anything either, you know? And that's the why ... That's the reason that we undertook going with Blackbaud and going with a different type of budgeting within these budgets. It just would give us much more information than we get out of these things.

Mr. Rashid: They're just things with numbers-

Ms. Turner: And like I said, historically, these numbers have come without a narrative, unless you sit down and talk to the fiscal officer.
Mr. Rashid: I have another question too. Air Temp Mechanical, we paid them $2,656. I don’t know what ... Does anybody know what they did for us?

Mr. Cockfield: What was that?

Mr. Rashid: Air Temp.

Mr. Cockfield: It’s part of something with the facility.

Ms. Turner: Yeah, and all during the course of last winter, evidently, we were issued with that pipe that we finally had to have. You know the fact that we had this pipe and it was corroded, and it was a pressure issue, it was a whole bunch of things, machinations that went on that involved Air Temp, from what I understand.

Mr. Cockfield: Well, Air Temp is, they’re the HVAC-

Ms. Turner: Folk-

Mr. Cockfield: Folk, that Mr. Cooper uses. If something is going wrong and he brings Air Temp to do the work, they were not the ones that we contracted to resolve the boiler problem-

Ms. Turner: This is a whole another thing, yes.

Mr. Cockfield: Okay, but Air Temp is our mechanical contractor.

Mr. Rashid: And they’re the ones who installed the boiler in the beginning?

Mr. Cockfield: No, that I don’t know [crosstalk 01:27:03].

Mr. Rashid: But I guess in my mind, I’m thinking this one was comparable to do that. And the company that we just hired seem to have figured something out that nobody else can figure out, and we’ve been constantly paying Air Temp over the years. So, it’s just something that we can note in our heads as we move forward, selecting people to do different things.

Ms. Turner: Well, also, you know the other piece of the story is, in my mind, is that there’s some people ... the staff who have made the choices, they should be able to ask questions too, also-

Mr. Rashid: I totally agree with you [crosstalk 01:27:43].

Ms. Turner: You know like so, and that’s really what the committee process is about, is for you to be able to say, "You know what? I’m looking at the budget from
last year and Air Temp came in here, and they made $23,000 providing this service. Exactly what did they do, and why is it that it was still cold."

Mr. Rashid: Exactly, because-

Ms. Turner: That's the kind of questions that need to be asked [crosstalk 01:28:05].

Mr. Rashid: And we actually invited members of the team to the last buildings and grounds meeting, and they had said that they were going to attend, but no one showed up. There was not even a call back to say that I was not going to show up, and I wanted to bring that up only to say that we should be able to take some sort of something. We should be able to do something when that happens because it's different if you call me and say, "Well, I can't make it," for whatever reason, but to not even have the courtesy to call and these are the kind of questions that we wanted to specifically answer because feel the room now, and we didn't spend $100,000 we spent $8,000.

Ms. Turner: No, I think that's a completely legitimate question, and I think that that's one of those things that you have to put back to the people on the ground who made the decision.

Mr. Rashid: I agree with you.

Ms. Turner: I think that is the power of having these strong members come back to you, where they [inaudible 01:29:05] because like I said, if we're looking at maintenance for the building, and we have a program that is building maintenance, then those numbers for Air Temp will pop-up immediately, like we just spent this money, we just spent $30,000. What did we get for the $30,000, [crosstalk 01:29:26], and you can ask the question from whoever signed off on it or whatever-

Mr. Rashid: Exactly, that's exactly right [crosstalk 01:29:31].

Ms. Turner: So it makes a much better situation all the way across the board, and as I said, and I think that in year 2019, I think we will all have some shock and awe around how much more information we have around [crosstalk 01:29:47] and how much easier it is just to look at the numbers and see, what's that?

Mr. Rashid: I have one last question [crosstalk 01:29:53].

Ms. Turner: Okay, Mr. Cockfield has something he wants to [crosstalk 01:30:02]. I'm sorry [crosstalk 01:30:02].
Mr. Cockfield: No, I just wanted to [crosstalk 01:30:02], as I've been involved in the process over the last ... This is a four, maybe four plus years. It's always been my contention that the budget has been driven ... or the spending, I'll say has been driven by resolving emergencies. In many cases, [crosstalk 01:30:24] they had to do with facilities and facilities costs, and doing things that were more ... not necessarily preventative, but you know just dealing with unexpected occurrences. As we roll into 2019, just kind of looking at how things have matured and how things have begun to stabilize, I don't see any reason why we cannot actively move toward a facilities maintenance program. Again, consultants fees, I don't see any great need for consultants. I don't see any great need for emergency repairs. PACE program is going to eliminate a lot of our unnecessary utilities cost. So, there should be a general stabilization of all of our operating cost, our salary structures are in place. I know Mr. Latimer wants to make some changes, but for the most part, I don't see any major changes occurring in from here out. I firmly believe that we should be able to establish the budget that is manageable across all levels of the organization. So that's my estimation or that's my prognosis, if you will. So, I think it's just a matter of setting it and managing it from here out [crosstalk 01:32:06].

Mr. Mays: Madame Chair? I want everyone to be cognizant that we're not going to get what we got, either last year, year before, because we're constantly raising this city ... this city becoming a ghost town. It's going to be ... It won't be a city, it will be a village, and there seems to be none on the horizon, a rehabbing or building anything. There's some people are coming in want to do some rehabbing so that we have to be mindful of, because you're going to ... we're constantly destroying the revenue that's coming in here-

Ms. McClarin: That was made clear in the beginning of the year. We know we're not going to get the funds that we normally do-

Mr. Mays: And so, therefore, we have to be ... we are going to have to tighten our belts.

Ms. McClarin: Wait a minute, Mr. Rashid said he had one more.

Mr. Rashid: I'll just pass.

Ms. McClarin: Okay, is it.

Ms. Synor: Thank you, ma'am. That concludes my financial report.
XV. PERSONNEL COMMITTEE REPORT

Ms. McClarin: Thank you, and that’s a nice quality report. Thank you very much. A personnel committee report, the personnel committee met this month on Thursday, November 15th, and we had a couple of major items, and they’re just updates. I passed you all our first, our revision. This is ... The recommendation was came from the ... just a couple months ago from administration, in order to cut in different places for the budget. They wanted to ... They recommended that we eliminate the tuition reimbursement program. And so, after going back and doing a little research, what we came up with, instead of eliminating, we came up with a new program and which would cut it, but at the same time, we will still be able to service some of the employees. So, we’re calling it the education assistance policy, which we had before. And we’re bring it to the board for a vote, and I’m going to let the board decide if they would like to vote on this, this month, or would they like to take it, read it, consider it, and we vote on it in the December meeting.

Ms. Synor: For expediency, they were given to us and ... Yes, we’ve got 25 minutes left for several other things. I recommend that we take it and read it, and bring it back [crosstalk 01:35:01] for the next meeting for approval because-

Ms. McClarin: Excellent-

Ms. Synor: This is our first read-

Ms. McClarin: Excellent. I agree-

Mr. Mays: I agree, confirmed-

Ms. McClarin: Okay, thank you, Mr. Mays. The other thing I want to bring, normally, you all know that I'm in charge, pretty much for the last couple of years of getting a plaque when we have our trustee to complete their term, and so, what I did, I brought it up in a personnel committee, but I wanted to bring it to the board. I brought a couple of quotes, we've been dealing with the company things. Remember, they already have our logo on here, and so, the gentleman that's taking over the last customer service rep that I was working with, suggested these two items. For some reason, I've really been looking towards ... One of them it's a skeleton pocket watch and it comes in either gold or silver, and I've been leaning towards that as a gift for ... It's kind of distinguished for a man as a nice keepsake, but you have the quote that I passed out to you is actually $75. Our logo to be put on there is $9 fee, and then normally we don't put a lot of words, but if you look at the
bottom of the quote it'll tell you about it. Our first word is $10 and $3 after. We usually just say something in recognition or so. We have about a couple of lines. I'm estimating that it wouldn't cost anymore than $150, I'm just saying, depending on what we put on there. I would say around $100, $125. No more than $150. The other thing is a watch. It's a pretty well-known item that a lot of people get is silver, and it's like a whirl type of watch. Clock, I'm sorry, that you sit on a desk. That's just a couple of items. Then of course it's a little different than just regular class. One thing I want to say in the committee that Mr. Shaheed really brought up a good recommendation is that

Mr. Mays: All right, she's [inaudible 01:37:13].

Ms. Shaheed: [inaudible 01:37:15].

Ms. McClarin: Is that ... yes. Shaheed.

Mr. Mays: Rashid.

Ms. McClarin: Rashid. I'm just looking at this list. Rashid.

Mr. Rashid: Yes, ma'am.

Ms. McClarin: Is that we sent an official letter out to Mr. Fambrough, and we invite him to our December meeting, and we can present his gift with him for his service. And if not we can just mail it and thank him for his service. I thought that would be very efficient.

Mr. Mays: I think if we present it it'll be more appropriate.

Ms. McClarin: Yeah. Then if he's not able to-

Ms. Turner: That's typically how we've done it-

Ms. McClarin: Huh?

Ms. Turner: That's typically how we've done it.

Ms. McClarin: Right, right. That's how we did it. But I was just thinking normally everybody has still been here before. It was like, you know, hadn't quite left. Yes?

Ms. Synor: The pocket watch, are we engraving it?

Ms. McClarin: Yeah. It will be our present logo, the way it looks-
Ms. Synor: I have the logo part, that part. But the words, because I was counting them for the cost in my head. I was just trying to figure out [crosstalk 01:38:24]-

Ms. McClarin: I was going to say something like in recog- it wouldn't be a lot of words, because there's [crosstalk 01:38:30]-

Mr. Mays: In recognition of your courage.

Ms. McClarin: Yeah, it would be something [crosstalk 01:38:33]-

Ms. Synor: Thank you for your commitment. Something like that.

Ms. McClarin: Yeah.

Mr. Mays: To our institution.

Ms. Synor: I don't know how much wording you're going to get on that little thing. That's why [crosstalk 01:38:41]-

Ms. McClarin: They deal with the back and the front. We put a logo on the back, engrave it on the front, or vice versa. It would just be a real thin line.

Ms. Synor: Okay, [crosstalk 01:38:52].

Mr. Mays: [crosstalk 01:38:52] is it a close up?

Ms. McClarin: Mm-hmm (affirmative). Old school with a chain. It's different.

Mr. Rashid: Are we saying one or the other, or both?

Ms. McClarin: One or the other.

Mr. Rashid: Okay.

Ms. McClarin: It's just the two different quotes, and two different ideas.

Mr. Rashid: Okay, and the black marble world clock is something you sit on a desk?

Ms. McClarin: Mm-hmm (affirmative).

Ms. Turner: But that ... and the world forest is [inaudible 01:39:21].

Ms. McClarin: Yeah.

Ms. Shaheed: Are we voting on this?
Ms. Turner: No.

Ms. McClarin: No?

Mr. Mays: Madam chairman, I think since she asked a question and put it this way I think that we should vote on this.

Ms. McClarin: Yeah, I said no, I'm thinking about this item. But yes, we will need to vote on this today so that I can relay it back to the company to have it ready for next month.

Mr. Rashid: For the December meeting?

Ms. McClarin: Mm-hmm (affirmative). What I'm actually saying is these are just two things that I thought was good. They had regular plaques or whatever, but that's why I was asking for the board to approve no more than $150. I'm looking for it to be under that.

Ms. Synor: Can we vote on what we would like to give? Because I'm okay to vote.

Ms. McClarin: Yes.

Ms. Synor: All in favor of the marble clock that sits on the desk raise your hand.

Mr. Turner: That's four.

Mr. Mays: I thought he wanted to be pompous, and so I was going with the watch.

Ms. Synor: You have two for the clock on the desk. You raised your hand for the clock, right?

Mr. Rashid: Yes.

Mr. Turner: That's four.

Ms. Synor: That's two.

Mr. Turner: I saw a hand here, and here.

Ms. McClarin: Can you raise your hand again if you [crosstalk 01:40:44]-

Ms. Synor: People who want the clock on the desk.

Ms. Turner: Clock on the desk is fine.
Ms. McClarin: Now for the pocket watch?

Ms. Turner: Pocket watch.

Mr. Turner: We got three and three.

Ms. Turner: I would be perfectly fine with [inaudible 01:41:03]. Yeah, so I guess it doesn’t matter to me.

Ms. Synor: You have the swing vote right here.

Ms. Turner: Yeah, I’m the swing vote. You want to take the vote again? I was voting with you all, and we could just do it that way. [inaudible 01:41:05].

Ms. Shaheed: The only reason I said that because if you have something on your mantle piece your friends can see it, where if I had a watch like that I would never probably take it out it would be so precious to me. So this, his friends can see his service on this one.

Ms. McClarin: That’s what I was thinking.

Mr. Rashid: That’s what I was thinking too, because either a plaque or something there because I’m not trying to be funny, but watches like that don’t last long.

Ms. Shaheed: Right, they don’t.

Ms. McClarin: For $85, of course.

Mr. Rashid: That’s what I’m saying.

Ms. Shaheed: That’s what I was saying.

Mr. Rashid: That’s what I’m saying. It’s nice, but-

Ms. Turner: How many people come to your house-

Mr. Rashid: Something on his desk, it would be there until he passed away.

Ms. Turner: Right. And people can see it.

Mr. Mays: That watch can be that too. Even it may not be operable, but it still has [crosstalk 01:41:53]-

Ms. McClarin: No, Mr. Fambrugh, I imagine him picking up his watch, and he’s got [inaudible 01:42:00].
Mr. Mays: He's pompous anyway, so-

Ms. Synor: We are not assigning attributes, we are just trying to give a gift. Ms.-

Ms. McClarin: So who won? It's three against two, right?

Ms. Synor: No. Let's do this again since we had some conversation. All in favor of the on the desk clock raise your hand.

Mr. Turner: Synor, Turner, Rashid, and Shaheed.

Ms. Turner: All right.

Ms. McClarin: The clock-

Ms. Synor: It's the clock on the desk.

Ms. McClarin: I think some people [inaudible 01:42:37]- okay, and we agree not to go over $150.

Mr. Rashid: Yes, ma'am.

Ms. McClarin: Okay. And Mr. Latimer, would you see to the letter going out and sign it? We can talk about that when we bring up that next act. The last thing ... oh no, one more update is that we finally got everything straightened out with the survey monkey for evaluations, and I've been able to print out the actual questions that we're going over, and giving them to my colleague, and she's going to go over them and make sure nothing is out of place, and then we're going to meet on the 29th of this month, then we're going to put together a recommendation that we'll take back to the committee, and from there to the board in December. Everything will be in place. We're going to recommend the best space that we think would go good for our evaluation time as well. You wanted to ask Mr. Cockfield what our dates ... What date? You wanted to know about our financial filing dates?

Ms. Shaheed: Yeah, what's the fiscal year?

Mr. Cockfield: Our fiscal year.

Ms. McClarin: Yes, because-

Mr. Cockfield: Calendar year.

Ms. Shaheed: We're on calendar year.
Ms. McClarin: What month to what?

Mr. Rashid: January to December.

Ms. Shaheed: January to December, oh because educationally it always starts in September.

Mr. Cockfield: No, it’s one calendar year.

Ms. Shaheed: Okay, just wanted to make sure.

Ms. McClarin: Mr. Latimer, did you want to speak to our personnel report?

Mr. Mays: Madam chairman, I think we backtracked a little bit. Next on the agenda would be buildings and grounds.

Ms. McClarin: No, this is still a part of personnel.

Mr. Mays: Oh, I’m sorry.

Mr. Latimer: It was part of the director’s report, but ...

Ms. Synor: Madam chairman, can I make the motion that we extend the meeting by 15 minutes so that we can complete the agenda?

Ms. McClarin: Okay. Do I have a second?

Mr. Rashid: I’ll second it.

Ms. McClarin: We have a motion and a second to extend the meeting for an additional 15 minutes.

Ms. Synor: To complete the agenda.

Ms. McClarin: In order to complete our agenda.

Mr. Mays: Second.

Speaker 11: It’s already-

Ms. Turner: We got a second, we just need [crosstalk 01:45:12]-

Ms. McClarin: We’re going to call for the vote.
Discussion: None

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

Yes – 6
Motion passes.

Ms. Synor: Okay, go ahead.

Mr. Latimer: For the month of October we have one resignation. That was our full-time security monitor, Micheal Grays. He resigned for personal reasons. We have one new hire, Angela Martin. She came in part time maintenance worker. We also have one promotion, Sara Green. She took over a position that Marshall ... what was his last name?

Mr. Turner: Trenton Marshall.

Mr. Latimer: Trenton Marshall. He had resigned the position three or four months ago. Ms. Green was working in the position, we tried her in the position. She does very good in the position. She's now the network administrator. We're still getting her at a deal of $46,000 a year because the average salary for that position is $70,000-

Ms. Turner: Wow.

Mr. Latimer: In the private sector. We also had to make a rate change for Mr. Charles Hill. We had him in the wrong category. He works in the job shop. He is a computer tech. Grade 20, $19.69 an hour. He was on the books as being paid as a library associate rated $16.67. So, we corrected that rate we have postings for two security monitors part time. We're eliminating the full-time position and going with the two part time positions because it gives us more flexibility for coverage and scheduling.

Ms. McClarin: Thank you, and I had wanted Mr. Latimer explain that better to the board so they could hear it from you. We hate to lose Mike. I don't know if you got a
chance to note the board heard that, I think Mr. Latimer said he lost his mother as well.

Ms. Synor:  

Sorry to hear that.

Ms. McClarin:

Yeah. Thank you so much.

Mr. Latimer:

He was the former security officer.

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XVI. BUILDING AND GROUNDS COMMITTEE REPORT

Ms. McClarin:

That concludes the report for the personnel committee. Thank you. Then we'll go to buildings and grounds, Mr. Mays.

Mr. Mays:

Thank you, Madame chairman. Buildings and grounds met on November the-

Ms. Synor:

The 15th.

Mr. Mays:

The 15th, November the 15th. That's what I wanted to say. See, [inaudible 01:47:46]. Anyway, we had a fruitful discussion, and I'm not going to go into the boilers in the interest of time because I think that has been well articulated by the interim director, so I'm not going to cover that. We discussed having a second door put up at the front entrance. To my surprise, entering the building on the 15th ... and I was standing at the, I guess you would call it the reception desk, and I happened to look up and I saw the doors there. I'm recommending during the winter that we close the door. It's still handicapped accessible because they are able to get into the building. The big colonial doors, if you want to call them that, are there. This way it keeps the heat from going out of the building, as well as it blocks the air from coming into the building.

Ms. Turner:

Tell me about what is a colonial door?

Ms. McClarin:

The old school traditional brown-

Ms. Turner:

Right inside the door?

Mr. Mays:

The inside of the ... remember the big wooden doors with the glass?

Ms. Turner:

the original big-
Ms. McClarin: Mm-hmm (affirmative).

Mr. Mays: They're there, and I just discovered that. We discussed this in buildings and grounds on the 15th.

Ms. Turner: So, what happens ... because you can't see through them?

Mr. Mays: Yes, those doors I believe they're glass, aren't they?

Mr. Cockfield: They are, they're glass.

Mr. Mays: Yeah, they're glass.

Ms. Turner: Are they?

Mr. Mays: Yeah.

Ms. McClarin: Okay. But you're saying close them, right?

Mr. Mays: Yes, keep it at-

Ms. McClarin: That kind of puts the pressure back on the handicapped person though. That's one of the reasons why you got the one door that's handicapped accessible and then you open it, and then you can roll on through. But if we had that door shut then we're doing the same thing all over.

Mr. Mays: No, we're not. It still can be opened. But what I'm saying to you-

Ms. McClarin: That's the problem, we-

Ms. Turner: But not by this person.

Ms. McClarin: The handicapped person. That's what I'm trying to say.

Mr. Mays: No, that's not true. They can open the door. What I'm saying to you, we have met the handicapped responsibilities. They have access to the building the same as-

Ms. McClarin: But they're not inside it yet though, right? I'm just asking you.

Mr. Mays: Yes, they're inside.

Ms. McClarin: I'm inside from outside.

Mr. Mays: Yes, you are inside the building.
Ms. McClarin: But I'm not in the lobby area yet, right?

Mr. Mays: Can I finish making my report?

Ms. McClarin: Okay.

Mr. Mays: Thank you. To eliminate the heat from going out and having it cold there. You're not spending that ... there are people that try and lock doors and all this kind of stuff as well. But closed doors there. So, they're out there in the open, basically. Because when that first door opens, handicapped, it opens all the way wide. It stays there for a matter of seconds. That means that's going to cost more money. All the heat's going out, cold air is coming in. I was just saying close the doors because we don't have handicapped people coming in every day, or whatever [inaudible 01:51:25].

Ms. McClarin: No, that's mean you're going to get us in trouble. You have to have [crosstalk 01:51:36]-

Ms. Synor: That's a dangerous statement.

Ms. McClarin: I'm telling you, that's the reason why they-

Ms. Synor: I would duck if I was you about right now-

Ms. McClarin: We're going to skip over that.

Mr. Mays: What I'm saying, we have to look at the whole situation.

Ms. McClarin: I get what you're saying, but-

Mr. Mays: Because that same discussion came up in the buildings and grounds.

Ms. McClarin: Go ahead.

Mr. Mays: We have met the prerequisite of the handicapped-

Ms. McClarin: If the person can't get in the building you have not.

Mr. Mays: You're in the building.

Ms. McClarin: I'm not in the library area yet though.

Mr. Mays: Yes, you are.

Ms. McClarin: You just let me come in from outside, but you're not letting me in.
Mr. Mays: You're in the building. You're in the vestibule. Anyway, [crosstalk 01:52:18]-

Ms. McClarin: They [crosstalk 01:52:21].

Mr. Mays: They're there. Now going to be ... I guess we have a Elsinore side, and I did see on the Elsinore side, which is a blind side, and that door is open constantly because kids going out or letting other people in on that side. That's the dangerous part. We discussed either having security there as much as possible to see to that door, but then when you open that door, and all that air comes in with kids that going out, and here we have our future leaders down here, and all of that from that door has been removed as well, but there's no other doors removed from entering in or whatever the case may be. They have removed this door saying that it didn't meet the handicapped accessibility. That door is moved. All of that air comes in. It goes out ... and these are our kids. Little ones. And there's no protection. I see your hand. Let me just finish on that one. I was saying either ... recommended, rather, to have security or something there, or either put that door back up, whereas those kids were freezing in that room there because they removed the door and there is no door. You can just walk right in and enter, and the time that we are living in now we have to be cognizant of all the protection that we possibly can muster. Anybody could enter this side here. The kids open the door for anyone. They walk in, we don't know whether they're robbers, or have guns, or whatever. Walks in, they're regular looking young people. We have to be mindful of that. Not only are they experiencing the cold air coming in, they are vulnerable to anyone walking up the streets and grabbing out young people. Too much is happening. It's incumbent upon this board ... and I'm going to say it again. It's incumbent upon this board to look out for the safety and healthy environment to work in.

Ms. Turner: I think Ms. Synor had her hand up.

Mr. Mays: Yes.

Ms. Synor: Two quick points, I respect and understand what you're saying about accessibility and being mindful of the impact that the weather has on in and out. Factors that we have to take into consideration are the structure of the building, how it's designed. It may not be feasible to make all the corrections that you're making recommendations for. Like this side door right here, that's a little impossible to do based on just the design because of where the elevator is located. As it relates to our young people in this door right here, it's either pay the penalty for not being ADA compliant on a regular basis, or a little bit of uncomfortable-ness because they're in the room without a door. I would caution you for the safety of your wellbeing
and probably others, making the front door inaccessible and then inferring that the solution you presented is sufficient, that may not be the best solution. We may need to look at it through a different set of lenses. I understand what you're saying, but I visit the Lakewood Public Library on a regular basis. Neither of their doors have double entries, and they have accessibility. They have wider doors, they have about four sets of doors on the front side and two sets of doors on the back side. It's a crosswind, so when you walk in that little cool area it's a little cool right there, but the rest of the library is still warmed up. We may have to sacrifice just a little bit. I understand what you're saying, but ADA compliant is a requirement. We have to be, for the accessibility. I'm just saying. If we close those other doors, like it or not, we have nullified the ADA accessibility.

Ms. Shaheed: I think someone's training the kids not to open that side door. I tried twice, and one they stared at me like no, and then the last time I was here she shouted, "Go to the front door." I said, "Okay." They started looking at me and they would not open that door. So, someone's training them what to do.

Ms. McClarin: Thank you for that.

Mr. Rashid: As part of the building and grounds committee, one of the things I suggest in terms of security issues, is that if we had to do something we could possibly get a panic button and some sort of a camera feed that would go to some place else in the building where they can kind of keep an eye on what's going on. But if anything were to happen there's silent alarm buttons that you could use that whoever's behind that desk could just hit the silent alarm button and the police could immediately respond because it just showed something is going on there, rather than having nothing at all because they are in the basement. Without any sort of protection something could take place and you wouldn't know it until the aftermath. Where if something came and there was an adult already in charge, and just hit a silent alarm button, that way it would be alerted that something was taking place out of vision of everybody else. Those were the suggestions that I made during the meeting. I think we agreed that we would take a look at it, or try to get some sort of recommendation.

Ms. McClarin: Yeah, right. Then in the meantime we are adding extra security according to this report. We're going to have an additional person, so that's going to help immediately.

Mr. Rashid: For the side door?

Ms. McClarin: Mm-hmm (affirmative). Did you have your hand up?
Mr. Mays: Just quick summation here - it has been spoken of, and I don't know where it is at this moment, in reference to the bank coming in. We discussed that, and I know that brings in a different element as well. I'm not going to take the time to go through that at this time because of the time restraints here.

Ms. McClarin: Thank you, so does that conclude?

Mr. Mays: That concludes my report.

XVII. NEW BUSINESS

Ms. McClarin: Thank you. [crosstalk 01:59:24]. Oh, we're going to go to new business. Madame president, how would you like this to be presented? Would you like-

Ms. Turner: Tell me what you're talking about.

Ms. McClarin: We're going to go to new business, and we're going to go into the resolution.

Ms. Synor: [inaudible 01:59:40].

Ms. McClarin: We're going to turn it over to Madam secretary, she's going to take care of our resolution and the press release.

Speaker 12: That's a conversation.

Mr. Rashid: No, that's a conversation.

Ms. McClarin: That's a conversation. Thank you. What?

Ms. McClarin: Thank you.

Ms. Synor: It's a full conversation.

A. RESOLUTION 11-01-2018

Ms. Synor: Resolution number 11-01-2018, resolution to receive tax advances. The board trustees of Eastern Public Library resolves to receive real property tax
advances to 2019 for the following schedule. Real property versus cap advance number one, deposit date 1/15/2019. First cap advance number two deposit date 2/15/2019. Last cap special tax advance number one deposit date 5/15/2019. Last cap advance number two, deposit date 7/15/2019.

Ms. Shaheed: Are we going to have a vote?

Mr. Mays: I move that we accept, oh-

Ms. Turner: Is there a second?

Mr. Mays: Oh, which [inaudible 02:00:53]. I move that we ... 

Ms. McClarin: I'm sorry, we need a second.

Ms. Synor: That was my mistake, I second it.

Mr. Rashid: Second.

Ms. Synor: He's already seconded.

Ms. McClarin: [inaudible 02:01:04].

Mr. Rashid: Okay.

Ms. McClarin: Thank you.

Ms. Turner: It's been moved to second.

Ms. McClarin: We have Ms.-

Mr. Turner: Mr. Rashid and Ms. Synor, yes, I do.

Ms. McClarin: Thank you.

Mr. Turner: Discussion?

Ms. McClarin: Call for the votes please.

Discussion: None
Roll Call Vote: Ms. Turner (yes), Ms. McClarin (yes), Ms. Synor (yes), Ms. Shaheed (yes), Mr. Rashid (yes), Mr. Mays (yes).

Yes – 6
Motion passes.

Ms. McClarin: Thank you, resolution passed.

B. Resolution 11-02-2018

Ms. Synor: Resolution 11-02-2018, resolution to approve permanent appropriations for 2018 with end of year adjustments. The board of trustees of the Eastern Public Library resolves to approve the following permanent appropriations for 2018 for the funds totaled below. Total general fund $2,475,185.22. The appropriations are itemized on the following pages.

Ms. McClarin: Thank you. May we have a second?

Ms. Turner: I'll second.

Mr. Mays: Discussion.

Ms. Turner: Discussion.

Mr. Mays: To the finance director, and I know we had raised some question, and I don't want a long answer, and I'll give a short question. You are predicking this on what has happened in the past, to object to this $2,475,185.22. What are you predicking that on?

Ms. Turner: Hmm?

Mr. Cockfield: I'm not sure I understand your question.

Mr. Mays: The question, okay. You signed a resolution to approve permanent appropriation for 2018 at the end of the year adjustment. The board of
trustees of the ... I'm not reading the whole thing. I'm asking the question what are you predicing this appropriation on? That's what you are projecting to come into the library for the ... because I-

Mr. Cockfield: No, it's an adjustment to adjust the spending for this year.

Mr. Mays: Okay, does it say that?

Ms. McClarin: Yes.

Mr. Mays: Oh, yes it does. Okay. Thank you. I'm sorry, I didn't ...

Ms. McClarin: Thank you, you can call for the vote.

Discussion: None

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

Yes – 6
Motion passes.

Ms. McClarin: Thank you, resolution passes.

C. PRESS RELEASE CONVERSATION

Ms. McClarin: Item C press release conversation.

Ms. Synor: On Thursday during the finance committee meeting we were made aware of a press release that was to go out on that Friday. There was going to be television coverage. You should have in your packet the press release itself. Mr. Latimer was to have a few talking points. Ms. Bennett was to have a few
talking points, and the people from NOPEC, am I correct? Were to have a few talking points. Because the full board was not aware an apprise of the public relations notice, I felt it prudent to cancel the television coverage. The press release had already gone out, and with a little bit of research after the meeting I found out that the press release was originally talked about sometime back in the month of August, and the director, before she left had mentioned a press release. While she was on leave the press release information was being put out. Mr. Latimer was informed of the press release, but he was not part of it's origination. The press release, one of the other things that came out is that Cavitch, which is the firm that Ms. Bennett works for, for us. They're the ones who enlisted the services of the PR, and not the library itself. So, there were a few broken links in this chain of process that were not in our best interest. Let me not say not in our best interest, but had we been apprised of them at least the process would have gone smoothly and we wouldn't have awakened on Friday morning, or Saturday morning to 10/19, the information that we had no knowledge about. The president and I, and this was not something we were doing in secret, it just happened spur of the moment. The PR lady gave me a call after I asked Ms. Bennet to cancel at least the television portion of it because the PR release had already gone out. She called to try to persuade us to continue to have the public release on that Friday, but I did not think, nor did Ms. Turner feel that it was appropriate if all of the board members were not apprised of what was going to take place. We suggested to her that if it was that important that she would ask if they could reconsider and find another time after we had all agreed to the PR release. What you have is in front of you, and if we deem it appropriate then we can come to the table and say yes for a public talking, and have the talking points by our interim director. But at this time he was kind of put on the spot for doing the talking points, when this was created by the current director who's on leave. And to put him in the hot seat about something that he was not a part of from the beginning I thought was not in his best interest either because they could have asked questions that were off script, and it would have left Ms. Bennett and NOPEC to respond on behalf on the library, and I didn't think that it was in our best interest to have anyone speak for the library but someone at that the library board directed to do so. If I've outstepped my boundaries I apologize to my colleagues. I just didn't think that it was appropriate.

Mr. Rashid:

I wholeheartedly supported her actions, and in fact, encouraged them because first of all, I don't even know how it was authorized to make a press release by somebody has that's leaving, because there were some days where we were not given any sort of upfront information. Secondly, the
information in the document is not totally accurate, because we don't even know if in fact the amount of money that is agreed to in here would actually accomplish what was supposed to happen by using this energy [crosstalk 02:08:36].

Ms. Turner: Those were the customers that came from Newport.

Mr. Rashid: We still don't know from an engineering standpoint that it can be achieved with the amount of money that we have allocated here, and until we know that that is a fact it can be done, I don't think we're in a position to make such an announcement. The other side of the coin is that I asked the question what happens if for any reason we don't take the money, or we find out that it's not enough money? What happens at that point, because right now, we don't know. The was supposed be where we paid the $9,000 to Mr. Denk for is to match up what the energy audit said with the actual design of the equipment that we are going to purchase so that it meets the requirements so that we are actually able to get this money to pay utility bills and everything else in this energy efficient if it could be accomplished. We don't know that right now.

Ms. McClarin: Are we tabling the summons? Do you want us to come back with a summons for it?

Ms. Turner: Here's the thing that ... Here are my thoughts on this. We have engaged in a contract with NOPAC. We're ready to pay it. That part is a done deal. That's done. We have a finite amount of money coming in to do very specific things as described in the level two audit. The reason that the level two audit works for the amount that it is according to the information that was there, and the conversation that we had at the time was because the things they recommended, they estimated, would give us the best return. That's what we got. Do we know that? No, but it's a federal program. It's been working this far. I think that that ... It has not been happening all over the place. The thing that I'm conscious of is that our attorneys are looking to get other municipalities and other public organizations to engage with this, and that's really [crosstalk 02:10:50] the long and the short of why that ...

Ms. McClarin: Press releases.

Ms. Turner: ... why they are so prominently featured in this press release, and we're basically their first person to go through the program. On some level, I'm not mad about that. Everybody needs to get theirs and so on. I completely get that, however, the thing that is true is that because Ms. Synor says, "I'm not comfortable with this," we all need to have a conversation about it.

Mr. Mays: Madam Chairman ...
Ms. Turner: We need to have a conversation and decide if we feel like this represents our understanding of what we have agreed to and that's the first piece. The second piece is do we want Mr. Latimer to go out and represent us based on this information? Those are the two questions I think we need to answer today.

Mr. Mays: I think that Madam Chairman, there was, when we tabled this ... [crosstalk 02:11:59]

Ms. Turner: Mr. Turner?

Mr. Turner: ...three minutes.

Ms. McClarin: You mean three minutes left altogether.

Ms. Turner: Yes.

Mr. Mays: Let me just say this, and it won't take me no three minutes to say it, or two [crosstalk 02:12:09]

Ms. McClarin: Go ahead and say it. Go ahead.

Mr. Mays: There were some discrepancies that we re-tabled this piece what ...

Ms. McClarin: Tabled what piece, Mr. Mays?

Mr. Mays: The PACE program.

Ms. McClarin: We didn't table the PACE. This is just the press release she's talking about.

Mr. Mays: I know ...

Ms. Turner: You signed it. It's done. There's the next phases of it haven't happened yet because we couldn't do anything with [crosstalk 02:12:32]

Mr. Mays: There was some discussion and reference to we went forward with some information or what have you that [crosstalk 02:12:40] and we did take a look or didn't act on it, or whatever the case may be. Now ...

Ms. Turner: We didn't purchase [crosstalk 02:12:49]

Mr. Mays: I also agreed with the fact that the interim directive was left out of the equation, and then now want him to speak on something that he's not totally cognizant of, I think that's a disservice to him and we ...
Ms. McClarin: We all agreed [crosstalk 02:13:13]

Mr. Mays: ... appointed the interim director, until which time the director is off sick leave, or whatever, come back here, so he's the interim director. Where I have some trepidation in reference to this, this board was not cognizant of this. It's something that's just done and if I had ...

Ms. Turner: You agree. You all agree, then.

Mr. Mays: Yeah.

Ms. McClarin: [crosstalk 02:13:37] thank you.

Ms. Turner: One of the things that I would like add to this is that as a board we do not have a policy around press releases, and what comes out of it. There's no permission. There's nothing we have that says permission has to be granted by this board. Nothing. There's no policy, so [crosstalk 02:14:01] that was already agreed [crosstalk 02:14:04] before she wrote me. What I'm saying to you guys is if you think that you don't want anything to go out to the press unless we approve it in this room, that's some conversation we need to have around what is the power of the director, because she is still the director whether she's on leave or not, and this decision was made before she went on leave [crosstalk 02:14:28] Not for this date, but for this thing to happen. This was [crosstalk 02:14:36] before she went on ...

Ms. McClarin: Leave.

Ms. Turner: ... leave. This whole idea that there would be a press release, that we are the first people, the first library in the country, she went down state to talk to the down state people about it. The last conversation I had with her, she said, "I talked to the people at OLC, and they are very interested to see how it works for us, so it can be a model for other libraries [crosstalk 02:15:04]

Mr. Mays: Madam Chairman, that's fine, but I'm saying to you you do show the respect to the people that's authorizing it to enter into this program to be a part of this in depth [inaudible 02:15:16]

Ms. Turner: What I'm saying to you is we do not have that as a policy. [crosstalk 02:15:20]

Mr. Mays: We may not have it as a policy ...

Ms. Turner: I appreciate that you feel like that. It might be necessary, but we don't have it as a policy, and we mean to if that's a concern, please.
Ms. Synor: I was going to say there is only to further the discussion, we can come back to the table and say, "We want a policy. Amend our current policy that we just updated ..."

Mr. Mays: Thank you.

Ms. Synor: ... to add this to the policy ...

Mr. Rashid: Thank you.

Ms. Synor: ... and be done," and that way we are not arguing. [crosstalk 02:15:45]

Ms. Turner: Right now, we do not have one, and I want everybody to be conscious that there is not something that happened that was in violation of [crosstalk 02:15:52]

Mr. Mays: All I'm saying in reference to courtesy and the respect of this board enter into a matter of this magnitude that there should be a [crosstalk 02:16:09]

Ms. McClarin: We have one last item. Nominating committee.

Ms. Turner: Can I say something? We talked about this, that [crosstalk 02:16:20]

Ms. McClarin: I thought we agreed that you wanted a policy written on it. [crosstalk 02:16:27]

Ms. Turner: That wasn't a question about ... I'm sorry. I'm so sorry. I'm turning into a frog. That's one of the things that happens with this as the day goes on.

Ms. McClarin: Especially at night.

Mr. Rashid: You're talking too much.

Ms. Turner: Trust me. I'm ready to stop talking. There are two questions we need to answer with this.

Ms. McClarin: You're talking tonight.

Ms. Turner: Yes. Does this represent what we understand about PACE, and are we willing or not willing to have Mr. Latimer represent us in the media related to this.

Ms. McClarin: Let me ask. Mr. Latimer, how do you feel about [inaudible 02:17:14]? Do you feel comfortable that we're putting this on PACE, even if we have to go and clean this?
Mr. Latimer: Based on my research on this project, which this is not a project that came over to me, something that fell into my lap, and more damage [inaudible 2:17:30] me taking the next initiative. There are some steps that have been missed. There are some things that need to be fixed before we talk to the media [crosstalk 02:17:42] of what endorse this. The biggest thing about it is this Mr. Denk, engineering, Mr. Fluker, the architect, and the level two audio group, they're not on the same in getting us a specification that's going to meet this federal loan that we're supposed to get. Once that's fixed, of course, but as this stands, no, I am not comfortable. [crosstalk 02:18:08]

Ms. Turner: That's the whole question [crosstalk 02:18:09] That's the whole question. Like I said I think that that if that's the case, then we don't even have to take a vote. There's got to be a consensus that we won't be moving forward in terms of talking to the media about this ...

Ms. McClarin: Right.

Ms. Turner: ... in terms. of agree. [inaudible 02:18:27]

Mr. Rashid: He said exactly what I'm saying. He said [crosstalk 02:18:29]

Ms. Turner: No, that's there but we needed to have exactly that conversation moving forward, because the woman who called Leah, Tina, and I, she was trying her darnedest ...

Ms. McClarin: Best, I best ...

Ms. Turner: It was pretty entertaining. She was trying her darnedest to get us to agree to do it [crosstalk 02:18:48] do it now and explaining how important it was, but [crosstalk 02:18:52] Like I said [crosstalk 02:18:56]

Mr. Rashid: Tell them to pick up our legal fees, and maybe we'll do that.

Ms. Turner: Do you know what I'm saying? Like I said, I completely understand this. There is a huge market for this program in this area, and this is a part of their marketing strategy [crosstalk 02:19:16] was to get some ... I completely get that, however, before we, as an organization, can move forward, we need to do some things. That's your answer. You have one. If they need to talk to any of us, they want to talk to the board secretary, they want to talk to the board president, they want to talk to whomever, that's fine, but we all know that's [crosstalk 02:19:37] the party line. We all have a party line right now, and the party line is until we have some things resolved are related to the specifics of what will be happening in this building related to PACE, we will not be talking to the media.
Mr. Rashid: We got to work the details out.

Ms. McClarin: Thank you.

Ms. Turner: There. Period. Now, we got a party line. I'm sorry.

Ms. McClarin: No. Go ahead and clear that up. [crosstalk 02:20:00] is the nominating committee, and I know our audience has something to say to us. We have our president from Friends of Library in here with us tonight and we have Dr. Harris here with us [crosstalk 02:20:10] but, tell me, what did you want to talk about the nominating committee so much?

Ms. Turner: Here's [crosstalk 02:20:20]

Mr. Mays: First of all, Madam Chairman, we are out of order because the [crosstalk 02:20:22] 15 minutes has passed and gone.

Ms. McClarin: Yes, it has. Yes, we are out of order, but we're at the last and we're going to finish.

Ms. Turner: I would like to make a motion that we finish the things that are on the agenda, and however long that happens to take, that should not take very long, with the intention that we are all trying to be as possible, that we can get ... Because the nominating committee piece is [crosstalk 02:20:45] piece.

Ms. McClarin: And we have a set [crosstalk 02:20:47]

Ms. Turner: We do need to give our audience who has been with us this entire time an opportunity to communicate with us.

Mr. Mays: That's true, but I don't want to have an open end. We're going to say another 15 minutes and that should cover the audience [crosstalk 02:21:01]

Ms. McClarin: Are we going to second again?

Ms. Turner: I won't even ask for a second for mine, then. Why don't you make a motion?

Mr. Mays: I move that we, and this is the last motion, and [crosstalk 02:21:10]


Mr. Mays: I move to extend the meeting another 15 minutes to cover this, and we will not be linguistics. We're going to deal with it and move on.
Ms. Synor: Second.

Ms. Turner: Thank you. Call for the vote, please. Mr. Turner.

Discussion: None

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

Yes – 6
Motion passes.


Ms. Turner: No. Seven after.


Ms. Turner: Here's the story. This is our meeting where we pick the nominating committee, because the way this whole thing works.

Ms. Synor: I volunteer.

Ms. Turner: Thank you. [crosstalk 02:22:07]

Mr. Rashid: Nominated for what?

Ms. McClarin: Nominating committee. [crosstalk 02:22:10]

Ms. Turner: This is the story. Every year, we pick new officers. We have a nominating committee that gets ...

Mr. Rashid: I'll help.

Ms. Turner: Alright.

Mr. Mays: I got my hand up.
Ms. Turner: And three. [crosstalk 02:22:22] One, two, three. Easy peasy. That's the nominating committee. The way that this works [crosstalk 02:22:28]

Ms. McClarin: Did you get that [crosstalk 02:22:32]

Mr. Rashid: One question, though. Does that require me coming in at ...

Ms. McClarin: You are all set. [crosstalk 02:22:33]

Ms. Turner: No. Usually they meet right before the next meeting.

Mr. Rashid: Cool.

Ms. Turner: This is what happens.

Mr. Rashid: Same night, just earlier.

Ms. Turner: Yes.

Mr. Rashid: That'll work.

Ms. Turner: You guys would get together to talk about what that process needs to look like. Now, I've chaired it for the last probably three years, so do you want to talk to me about if that process has been restored, I'd be more than glad, but we aren't married to a particular process according to our policies.

Mr. Rashid: Okay. I think we know it's good, it's legal [crosstalk 02:23:02]

Ms. McClarin: You are going to let us know what you want us to do.

Ms. Synor: Absosmurfly. (affirmative)

Ms. McClarin: What?

Ms. Synor: Yes.

Ms. McClarin: Great. Thank you. That puts us at item E. What I wanted to bring out, I know we've been talking all year about the budget is going to be cut, and normally last three years or so we've been having a little ... Right, and we talked about it a little bit in our committee, and Mr. Latimer and I was coming to that. I know the budget has been cut, and I wasn't sure how we was going to do it, but he was saying that he would be willing to work with the board this year like we worked it together from the administration side and everything, and we talked about we've been looking at getting some caterers in places already to kind of figure something out, that we were
saying that according to the funds we probably would have, we probably would go back today, but we're going to do something a little different, which is going to save us some money and the way [crosstalk 02:24:05]

Ms. Turner: Do you have the number? You ought to have a number [crosstalk 02:24:09] as to what that is with Mr. [crosstalk 02:24:10] have you met?

Ms. McClarin: We've talked about it, but Mr. Cockfield [crosstalk 02:24:16]

Ms. Turner: Mr. Cockfield is very cautious of our budget, and he has been doing an amazing job.

Mr. Latimer: We talked about that in financing. [crosstalk 02:24:27]

Ms. McClarin: Good job that pays.

Ms. Synor: I'm going to tell you what we said in the finance committee. That we should have a decent dinner for the board, like at our regular meeting. Have a regular meeting and this year forego having the public ...

Ms. McClarin: The public ...

Ms. Synor: ... the big public dinner [crosstalk 02:24:41] had.

Ms. McClarin: You know what? I was thinking on that why ... I talked to Mr. Cockfield about it today that same line, but I think we could do it cheaper by going like a dinner thing, the small, but we could do that and still have something and have it the ...

Ms. Synor: We were thinking that for the sake of where we've spent money this year, and we've already re ... For the appropriation, we weren't even talking about spending significantly more for the ... We eat dinner here all the time, and my joke in the finance committee meeting was that we should have better lunch meat. [crosstalk 02:25:22] we have, but instead of trying to take care of having a big function [crosstalk 02:25:35] that we foreshadowed. We have had Founder's Day this year. They did the Halloween thing. We've had several events this year that have let the public know that we greatly appreciate what we've done for them [crosstalk 02:25:48]

Ms. McClarin: We can make cookies and punch.

Ms. Synor: Cookies and punch sound like a grand thing to me, but if we did cookies and punch, that's one thing, but having those large meals ...

Ms. McClarin: No.
Ms. Synor: I think maybe having cookies and punch, that might serve its purpose, but it’s the holiday, and we say thank you that way, but I think we have extended ourselves, and I don’t think that the board itself need anything real. Like I said, some better lunch meat. We might get a little better lunch meat, for December, because we just sat here and we were talking about potentially doing a freeze or ... We’re potentially talking about doing a freeze for cost of living, where there’s some other impactful things, and so we need to set the example first ...

Ms. McClarin: Absolutely.

Ms. Synor: We do cookies and punch for the community, I think that that will [crosstalk 02:26:37]

Ms. Turner: As a board be available to meet way down here.

Ms. Synor: Yeah, down here and say thank you. We can handshake and tell people we really appreciate having them here, and maybe we can ask some questions. We can do some surveys. We can say, "What do you look to have next year," and maybe we can engage the community a little bit better that way, instead of just drunk [inaudible 02:26:59].

Mr. Mays: Madam Chairman, I said move the agenda. It’s 7:57.

Ms. McClarin: No.

Mr. Mays: No. I mean 8:57. [crosstalk 02:27:08]

Ms. McClarin: I’m watching. We got it. We got it, because this is important. This is important. It’s our end of the year program and could I ask this question, Mr. Turner? What does the director usually send her Christmas cards out?

Mr. Turner: When does she normally send them out?

Ms. McClarin: Yes.

Mr. Turner: Normally we try to get those out right around Halloween.

Ms. McClarin: Okay.

Ms. Turner: You mean in terms. of when you get them ordered to print them?

Mr. Turner: Yeah. That’s when like to get the ball rolling and start [crosstalk 02:27:38] sending them out, so everyone have them by the time Thanksgiving rolls around. Everyone should have them by then.
Ms. Turner: Do we have them now?

Mr. Turner: We do have them, yes. We're running behind due to some financial issues, but we do have them now. We're going to get them out tomorrow.

Ms. Turner: Great. Fabulous.

XVIII.

AUDIENCE PARTICIPATION

Ms. McClarin: That's settled then. Thank you. We are at this participation, and I know I would like to call on ... Sorry. I'm prejudice. I [inaudible 02:28:13] here.

Mr. Billingsley: That's okay.

Ms. McClarin: I've gone and forgot... Mr. ...Billingsley.

Mr. Billingsley: Thank you, and I'll be very brief. A couple of things. One is I just that we appreciate the Lynwood Billingsley, President with the Friends, president of Friends. We want to mention that we mention the E-cap president of Friends. We want to appreciate the support that the library has given us with the E-camp program, particularly Mr. Latimer and Mr. Turner, who have accommodated us through the years, and we just received another grant for 2019, which brings us to about I think $25,000 for that period.

Ms. Turner: Nice.

Mr. Billingsley: I'm coming tonight to talk to you a conference that's coming up that's going to impact the library. It's going to impact the schools. It's going [crosstalk 02:29:03]

Ms. McClarin: You all have a card in front of you, the blue card.

Mr. Billingsley: It's going to impact a lot of things that are going on in the state and the federal government and that is block chain technology. There is going to be a major conference. Cleveland is going to be the center of block chain technology for doing this conference because the nature of the speakers and the audience that's going to be there. I'm bringing this up because the library is going to be impacted by this, because we know this, because the state is very much involved. Already, I'm on the committee to organize, part of the committee that's organizing this event that's going to be at the
Convention Center. We've engaged the school system, where we have a team of high school students from Shell high school, about 20 of them that have participated in the hack-a-thon that we had at Cleveland State University, where teams were put together to resolve certain issues. This is all block chain technology. If you're not aware of it, you're going to probably hear more about it in the future. It's a technology that's going to sit on top of the internet that's going to make it more efficient. I'm bringing this up again, because I think that this may be an opportunity that the library may want to have a participant there, because next time this kind of conference takes place, it's going to be in New York, Las Vegas, or someplace like that. This one is going to be here in Cleveland. I'm bringing this up because, again, this conference is going to take place here. It's going to be a major conference on block chain technology. How it's going to impact the library, how it's going to impact the city of East Cleveland, and the state is going to have representatives there. There's going to be people there that will inform you of how you benefit from this technology. Again, I'm just bringing this up now so ...

Ms. McClarin: Mr. Billingsley, do you know the price for this conference?

Mr. Billingsley: There's a business price and there's a price for non-profits like you. I'm not sure you're not ... You don't include the business cost, but I don't know what it is, but if you call that number, they'll probably tell you, and [crosstalk 02:31:34] let you know what's going on. Yeah.

Mr. Rashid: This block chain technology, is it related primarily to finances?

Mr. Billingsley: No. It's technology. It's technology [crosstalk 02:31:46] if you look at the financial part, cryptocurrency is how it's tied to the financing end of it, but no, it's a technology.

Mr. Rashid: Do they intermingle?

Mr. Billingsley: The two?

Mr. Rashid: Yes.

Mr. Billingsley: No. Block chain technology is separate. Block chain technology, cryptotech ... You've probably heard of byte coin. Bitcoin is what drives ... Block chain is what drives bitcoin. Block chain is what drives cryptocurrency. Cryptocurrency is a way to leveling the playing field for everybody, where right now the field is set. Everybody is a millionaire. This way it brings everybody back into play.
Mr. Rashid: I think that we definitely ... I just saw an article where ACOM is actually doing a new cryptocurrency to finance 2,000 square miles of African land specifically for that reason [crosstalk 02:32:56] yeah, so we can begin to participate in the financial level in this world because of the different corruptions that's going on. I want to go to this.

Mr. Billingsley: You bring up a good point because I'm going to spend four years in Africa developing some activities that are going on. There's going to be [inaudible 02:33:20] with block chain technology in Africa. Yeah, that's a real good point. As far as leveling the playing field, that's what this block chain is all about. That's what cryptocurrency is all about.

Ms. McClarin: Thank you for bringing it. Thank you. Dr. Harris, would you like to have a word, dear? Thank you for being here tonight. We appreciate it.

Dr. Harris: It was a great meeting.

Ms. McClarin: Thank you. [crosstalk 02:33:43]

Mr. Mays: Madam Chairman, before we adjourn, could you tell us who the ...

Ms. Turner: That's beautiful.

Ms. McClarin: Isn't it? Mr. Taylor... I mean Mr. Turner

Mr. Mays: ... the art ...

Mr. Turner: This is from Dale Good. He's a local artist in the Cleveland area. He's been here probably about as long as I've been alive as far as his artwork. He's been a staple in Cleveland for some time. I was telling Ms. McClarin this ...

Ms. Synor: About 25 years.

Mr. Turner: Yes, 25 years, ....and then some. I was telling Ms. McClarin :this piece right here may look familiar to some of you guys. This was a 50 foot ... The original was 50 feet.

Mr. Rashid: Mural.

Mr. Turner: Yeah, the mural, it was 50 feet in size. It was on the side of a building somewhere near University Circle. I can't remember exactly where, but yeah.

Ms. McClarin: Thanks for bringing that up, Mr. Mays.
XIX. ADJOURNMENT

Ms. Synor: I move that we adjourn.

Mr. Rashid: I second.

Discussion: None

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

Yes – 6
Motion passes.

[The meeting adjourned at 09:05 pm]
Ms. Terra Turner, President

Ms. Leontine Synor, Secretary