

East Cleveland Public Library
Regular Board of Library Trustees Meeting
Virtual Meeting
<http://www.facebook.com/ecplib>
November 16, 2020
6:30 p.m.

MP3
RBOT20201116

Mr. Rashid called the meeting to order at 6:38 p.m.

I. CALL TO ORDER
A. ROLL CALL

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

A quorum exists. Present – 5

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

II. LIFT EVERY VOICE AND SING

(Everyone is invited to sing.)

III. APPROVAL OF THE AGENDA

Mr. Rashid The next item on the agenda is the approval of the agenda.

Mr. Silvera I move for the adoption of the agenda.

Dr. Harris I second.

Mr. Rashid The motion has been made and second. Mr. Turner please call the roll.

Discussion: None

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

Yes – 4; Abstain - 1

Motion passes.

Mr. Silvera moved and Dr. Harris seconds adopting the agenda.

Agenda has been adopted.

IV. EXECUTIVE SESSION: TO DISCUSS PERSONNEL MATTERS

Mr. Rashid The next item on our agenda is the executive session to discuss personnel matters. This is from a previous discussion that we've already we've already arrived to a decision on but there was a formality of not having a quorum the last time we met. So I don't think this process will take very long. Do I have a motion for us to go into executive session?

Mr. Mays Mr. Chairman, I move that we go into executive session to discuss personnel matters.

Dr. Harris I second.

Mr. Rashid Mr. Mays made the motion and Dr. Harris seconded it. Mr. Turner will you please call the roll.

Mr. Mays moved and Dr. Harris seconds going into executive session.

Discussion: None

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

Yes – 5

Motion passes.

(Meeting moves into executive session at 6:45 PM)

Mr. Rashid I'd like to come out of executive session and return to our regular scheduled meeting.

Mr. Mays Mr. Chair I move that we come out of executive session and return to our regular meeting.

Dr. Harris I second.

Mr. Rashid Mr. Turner, would you call the roll.

Discussion: None

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

Yes – 5

Motion passes.

Meeting goes into executive session.

Mr. Mays moved and Dr. Harris seconds coming out of executive session.

The meeting comes out of executive session.

(The regular board meeting resumes at 7:15 PM)

V. SWEARING IN OF NEW TRUSTEES

(Mr. Mays swears in Ms. Sharpley)

(Mr. Mays swears in Ms. McDonald)

Mr. Rashid We're having some technical difficulties with our Facebook Live... If you like, this might be a good time for our new members to share something about their selves. So, whatever you feel is appropriate, and then we'll get started.

Ms. Sharpley My name is Sheila Sharpley. I've lived in East Cleveland all of my life. I am a graduate of Shaw High school. I couldn't wait to be a part of the Library Board of Trustees. I'm excited. My son is a graduate of Shaw high school... My son was a member of Shaw's marching band growing up...

Mr. Rashid Thank you.

Ms. McDonald All right. First and foremost, I really appreciate the opportunity to serve on the board. I'm very humbled by it. I didn't grow up in East Cleveland, and I'm not from East Cleveland, but I have done a lot of work in East Cleveland as an academic. I am the founding president of the Euclid NAACP, as well as president of the Learning foundation. So I spend a lot of time on civil rights, human rights, social and criminal justice. So I'm hoping to be able to offer my services here to advance the residents of East Cleveland. Okay.

Mr. Rashid Thank you. I think they're about set to go.

Mr. Rashid I guess from the technical and legal standpoint, we can't resume the meeting until the public can watch us... In normal circumstances, our meeting would be open to the public.

Mr. Rashid What would actually happen if the meeting were in the auditorium and everyone was spaced out to allow for social distancing to allow people to actually attend?

Mr. Latimer It was difficult to have social distancing on the stage...

Mr. Rashid Okay.

VI. APPROVAL OF SPECIAL BOARD MEETING MINUTES FROM SEPTEMBER 21, 2020.

- Mr. Rashid** The next item on the agenda is the approval of the minutes from September 21, 2020.
- Mr. Silvera** Mister Chairman I move to adopt the minutes from September 21, 2020.
- Dr. Harris** I second.
- Mr. Rashid** Dr. Harris seconded the motion. Is there any discussion?
- Mr. Mays** I just received the minutes and have not had an opportunity to review them.
- Mr. Rashid** Is there any further discussion? Hearing no further discussions on the approval of the minutes from September 21, 2020, Mr. Turner will you please call the roll.

Discussion: None

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

Yes – 3; No – 1; Abstain -3

Motion does not pass.

Mr. Silvera moved and Dr. Harris seconds adopting the minutes from 09/21/2020.

Minutes from 09/21/2020 are not approved.

VII. PRESIDENT'S REPORT

Mr. Rashid

Next item on the agenda is President's report, which is my responsibility to give. I want to extend a formal "Welcome" to our new members. We were looking forward to meeting you guys and getting you up to speed. I understand you all had orientation, which I hope was helpful for you, and kind of gave you some insight as to what we do here. As we go forward, we'll all work as a group together. So there's always going to be questions, additional things that come up, and we can interact with each other very well. Make sure both of you get everybody's phone numbers, and everybody will have your phone numbers. So I just want to say, once again, welcome. I will also acknowledge and congratulate our Director for the article in Publisher's Weekly which is a national publication; It's a great honor to be able to show the outstanding work from his team, for their work at East Cleveland Public Library, and for putting the city of East Cleveland to be in the national spotlight. I hope you've all seen it, and if not, inside your packet, there's actually a copy of this article. And you'll see the Hollywood face of our Director in the article. I'm very, very proud of it because, the article was written, it is pretty accurate in terms of what we're dealing with in the city of East Cleveland... Thank you, Mr. Latimer.

Mr. Rashid

The next item I want to bring up is, the Director met with Brand King, the Mayor of East Cleveland, about the property located behind the library. The property that we need for the expansion of the library, the parking lot, and for future growth of our library. The Mayor did not want to negotiate with us for the land right now. We have some ways that we want to do discuss in a moment. But this property, we really, really need that property. I mean, we're landlocked, if we don't get that property we don't currently have the parking, other than the small one that we have there. And as we continue to grow. And a perfect example of that, is when we have the concerts and people have to park all over the place. And to expand the library in coming years, it's going to be critical to have the land to do it. I what I say, Mr. Silvera has been working on this property since 2014. That's how long this issue has been going on. It's unfortunately, because why would anybody not want the library to expand? And when Carlos Latimer met with him, Carlos brought back the information to me, it even gave me a false impression that this land is owned by the mayor, which is not. This land sits in the land bank. And it's just a matter of legislation being prepared and the council supporting that legislation so that we

can either buy the land at a fair market price if possible, or it could actually be donated to us. So if you don't mind, just kind of give us an overview, Mr. Silvera, of what has happened up to this point.

Mr. Silvera

Okay, well, like I said, this goes back to 2014. Originally, the King family had put in the application for the property. We found out about it. So, library put in an application as well. So two competing applications that went before the neighborhood advisory committee (which has the oversight and the responsibility for making recommendations on that property). The current Mayor was a Councilman at the time; he and his brother came to that meeting and represented their mother, who was actually the applicant of the property. But she never came to those meetings. So the mayor as a city councilman spoke majority of the time on why they wanted the property. So after a good bit of conversation between the board and Mr. King, he found we came to the board and ask the board to reimburse his family the \$600 for the cost of doing the appraisal for the property. And I basically told him, No, you can't do that. For one, you're a city councilman, he had no legal authority to be engaged in a public contract where you are an elected official, and there's potential for your family's interest in this property. So library spent \$600 for our own appraisal. Anyone that submits an application has to also get an appraisal. So, the library has already spent its money and the property is just sitting... Previously, the board has tried to negotiate an arrangement with Mr. King... But that went nowhere.

Mr. Silvera

...So I think our approach is right now. We're going to put together a comprehensive proposal, and we're going to give counsel and let counsel make the decision instead of going through the administration. There's too many with an interest and political underhandedness at city hall...

Mr. Rashid

Okay, would you like to share any of the information from your meeting with the Mayor at this time?

Mr. Latimer

Based on the information I will share with you from the Mayor, because I was at the library at the time, that the information he shared was accurate information that property was in possession of his family. He also stated that he wasn't interested in negotiating with the library board. And he stated that the previous library board agreed to have a plan for the property and secured capital and funding for the project. And he will not consider any other actions around the property until those obligations are met. My recommendation to the board is to create a small group ad hoc committee where we gather all the information, have a clean, clear timeline, and then submit a proposal to the city council.

Mr. Mays First of all, we need to call the county and find out what the status is of the property. ...Brandon King does not own the property.

Mr. Rashid That is correct and I am delighted to hear that today, because after speaking to the Director, they left me with that impression as well, that this land is possession of the of the Mayor. That's the information given to the Director.

Mr. Mays ...Brandon King nor any council member, they are not to take property because they have access to the land bank. And that's a blatant violation, there's a consequence for it. They have to give citizens and opportunity to pursue property. ...The mayor, or Council, should not have first priority to property, because they have access to the chart.

Mr. Silvera The chart stipulates that no elected official, state employee or elected official can have any interested in public contract, and land banks are public contract...

Mr. Rashid ...What I would like to do at this time, is to form an ad hoc committee of volunteers from the library that would like to pursue this and give ourselves a time schedule as to move forward with whichever direction that we decide to go with the county, with the East Cleveland City Council. But whatever actions that we are going to take, I'd like to start that process now and get a timeline to it. So that we can begin that process. There's an election coming up to sometime in 2021. But I would like to at least be on the path of getting it done in the first part of that year, because the way that things are going with the library and with us getting national recognition and working hard to be a beacon of light in our community, we need to have that space. And I think that it's only appropriate that if that land is sitting in the land bank, why not allow the library to utilize it, and it would be, just from my former business experiences, it will be very difficult for us to even begin the process of entertaining, what construction could be done, what architectural designs could be done, if we don't even have the space. So once we actually acquire the land, then we can go sit down and talk about what we have to work with what we want to do. And then you know, start that process with a lot of different ways to go about the acquisition and the land being under our control. ...So does anyone who wants to volunteer? Mr. Silvera? Ms. McDonald do you want to volunteer and work with it...

Mr. Latimer ...I'm sorry, it has to be two staff members and two board members.

Mr. Rashid Okay, would you like to participate as one of them?

Mr. Latimer Sure.

Mr. Rashid So you can appoint another staff member, or is there a staff member who would like to get involved?

Mr. Latimer Mr. Cockfield?

Mr. Cockfield Sure.

Mr. Rashid Thank you. I just feel very strongly about this and because we don't want to put ourselves into a position where we can grow and there's nowhere to go.

Mr. Silvera And I just want to say I do have the original videotapes, and I'll pass them on to give a firsthand view of what the conversation was, what happened in the meeting and how the conversation evolved.

Mr. Rashid Okay, so at our next meeting, and I hope that this will not push me accelerated too fast. But maybe we can have an outline of steps that we should take and a timeline attached to them so that we all stay aware of where we're at because everybody did and now since we've been brought up to speed as to where we came from up to this day, I just want us all to be involved in the process, because our ultimate goal is to acquire that land. And I think it's only appropriate that the library take advantage of that.

Mr. Latimer Yes, Ms. Sharpley I want to apologize, we can have 3 board members. We just can't have 4 because it becomes a board meeting.

Dr. Harris I have a question. I thing in the pursuing the property... Look back at the last time, property from the land bank was, I guess, sold or whatever. Look at those from the last few years. Work back from, like I said, the last time to maybe the last from, say, 2018, if it was the last time to the next, at least, three years to see how their property was. Was it sold, and for how much? Or was it given to someone? Or was it public; was there any other interest in it? Because what you need to do is really, you need a professional person to work with the committee. Maybe a real estate person. Like a professional property analysis person. That's what the library really needs to move forward in a respectful manner with this, because I can see lots of issues there. Okay, that's one thing once the committee comes together and put their thoughts together. That the direction that clearly you need to go with any public body, because you're dealing with the public.

Mr. Rashid And fortunately for us, there's been a lot of research and records that have been maintained by members of the library Board of Trustees during the time that they initially reached out to acquire the land. So I

guess as part of the committee as you guys move forward, and you start to collect this information that will be critical to establishing some information that you just suggested that we have, and the committee can decide which direction that you need to go and if you thinks it's appropriate to go from the legal position to make sure that we're standing on solid ground to move forward.

Mr. Rashid Is there any more discussion?

Mr. Mays That's why I say contact the county, just to get the status of the land...

Mr. Rashid ...So our next steps will come out of what the committee starts doing from this point forward, we talked about the committee recommendations. Does that make sense? Is that fair?

(the Board agrees)

Ms. McDonald I just had a question about acquiring property initially. So if, I'm correct, and because I'm just trying to follow along, currently Brandon King does not have possession of the property. Okay. So in terms of the county, and the county being over the land bank, have we tried to acquire it through the county, initially, to start there?

Mr. Silvera The properties are in the East Cleveland land bank so the county doesn't have any responsibility over the land bank

Mr. Mays ...The process is different, since East Cleveland turned the land bank over to the county, they in return, the land bank, and then they report that to East Cleveland. That's the process of how they operate. So they're turning that over to the East Cleveland land bank.

Mr. Rashid I'm sure our committee is more than up to the task of determining the best way present our case to the people who have to make the decisions. And so I just like finish up with my report, I would just like for our staff to set a timeline goal to present some ideas, but a new marquee design for the library to consider. I know that, you know, we've been bogged down with some other things, but I hope is in terms of, to try to get some sort of an idea of a timeline that we can take a look at, because this marquee is going to be important for us as we move forward. And also, last and final thing I want to say is that I just want to encourage all members to utilize their social media platform to promote and inform the public of our activities, it's going to be extremely important for us to keep a dialogue with the city, even in terms of the people didn't like to see a guest speakers. I think we're an institution of knowledge in East Cleveland and we have to take an

active role in the revitalization of our city. My thoughts are that we should help the city in every single way that we can. I feel it is incumbent upon us to make East Cleveland Public Library streaming channel a major focus of information about East Cleveland. The better informed a community, the better we are prepared to make intelligent decisions about the future of our community. I feel very strongly about the responsibility that each and every one of us have here in this library and together, I know we can make our community a better place for the citizens that we serve. That concludes my report. the next item on our agenda, communications. Mr. Latimer.

VIII. COMMUNICATIONS

Mr. Latimer In the interest of time, I'm not going to read everything. The first communication is a letter from the city of East Cleveland Councilman, Nate Martin. This correspondence acknowledges the East Cleveland Public Library in regards to the work of data about census and definitely highlights one employee, Ms. Karen Murray, who works in our Adult Reference department for the work that she did. So kudos to our staff. Thank you Nathaniel Martin for recognizing the work we did around the census. Our next communication, was mentioned previously by our Board president, was the article in Published Weekly. So kudos to me and our staff. Thank you very much. And that concludes communications.

Mr. Rashid Is any discussion or questions?

IX. DIRECTOR'S REPORT (C. LATIMER)

Mr. Rashid Moving on to the Director's report

Mr. Latimer October's activities, for Halloween, we served candy and treats to 125 children. So staff is great job. The youth were very excited to see our staff passing out stuff while dressed in costumes. It was a very exciting day. Activities in our library for Wi-Fi usage were up for month, we hit 1281 for the month our in-person visitors, and we serve 646 patrons. We received 238 phone calls for reference and we checked out 37 hotspots. We have 170 patrons come in and quickly

scan and copy and 63 bags and we sign 8 new card holders. So we had a very busy month of October, and concludes my report.

Mr. Mays The library is supposed to get more hotspots?

Mr. Latimer Yes, that's right. Remember these hot spots; they stay in rotation for two weeks. those hotspots that are in circulation, we lose two weeks. So they're constantly rotating in and out of the collection so the 37 are new units. So the other 50 stay out for our patrons.

Mr. Rashid Are there any other questions or discussion?

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

Mr. Silvera I second.

Mr. Rashid Mr. Turner please call the roll.

Discussion: None

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

Yes – 7

Motion passes.

Mr. Mays moved and Mr. Silvera seconds approving the Director's report.

The Director's report is approved.

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

Mr. Rashid The motion passes. The next item on the agenda is the Fiscal officer's report.

Mr. Cockfield

Thank you. I'm going to read directly from my report. As of October 31st 2020, the library has reconciled cash balances as of \$1,225,210.99. In comparison, last year, this time we had \$867,129.66 in total cash or a difference of \$358,081.33. I attribute the positive difference to grants received, prudent fiscal management and reduced spending due to COVID. Financial statements were emailed to Mr. Silvera for his review as the sole member of the Finance Committee, but we're not distributed to the board. prior to this meeting, the library has three bank accounts, two of which are Star Ohio accounts, with one that receives all of our state funding. money from this account is transferred to our US Bank operating account to cover all of our monthly expenditures. The second Star account is essentially dormant, but as accumulating interest and has a current balance of \$182,957.53. Just to kind of give you a sense of what this means of the \$1,225,000 in total cash balances, \$182,000 of that is sitting in a second Star Ohio account. Because money transfers are not made from this account, I'm recommending that we convert this account to a Star Plus account to take advantage of higher yields. To quote from the Star Ohio website. "Star Plus is an additional deposit option for cash reserves offering security competitive yield and next day liquidity. The Ohio treasurer's office endorses Star plus but does not administer the program. Star plus enables all star Ohio participants, county, city, school districts, townships; political subdivisions to generate a competitive yield on cash deposits in a network of carefully selected FDIC insured banks via a single convenient account. Star plus offers attractive yields with no market and credit risk penalty free withdrawals and seamless integration with existing Starr Ohio account Starr plus and these public fund managers needs for cash to be flexible and more than a transaction account. Starr plus is strategically designed to complement the Starr Ohio program with the public fund manager it seems to potentially improve overall portfolio yield". I go on and say once the finance committee is made to hold again, which I understand has happened, I will formally outline my request. Library spending for the balance of the year will be only for essentials and to satisfy COVID grant expenditures. Next month we'll be presenting to the president the board with the temporary appropriations for 2021. Temporary appropriations must be passed by resolution prior to 2021. And they establish temporary spending limits for the first three months. Permanent appropriations must be passed by March 31. And established approved annual spending limits for the balance of the year. In addition, any further appropriation adjustments for the current year will also be presented if necessary. And that concludes my report.

Mr. Rashid

Are there any questions or discussion?

Mr. Mays The accounts, are they drawing interest?

Mr. Cockfield Yes, as I stated, we have two Starr Ohio accounts. One account is where all of the money that comes in from the state that money is automatically deposited in that account. From that account, I transfer money to our operating account to cover our checks that are written on a on an ongoing basis. The second Starr Ohio account is inactive. I mean when I say inactive, I'm not transferring any monies into that account and no monies are coming out of that account. So it's basically sitting there collecting interest. So as I was saying, I would like to convert that second account to a Starr Plus account. Because it is dormant, we can get higher yields on those cash balances. I had also talked to Mr. Silvera kind of off the record suggesting that as we go forward with any plans to possibly build or expand our facility to any additional space that we might have. The second Starr Ohio account could act as a slush fund, if you will or a fund that could be designated specifically for a particular building project as we go forward. So is this money we have good cash balances at this point, what I would like to do would be to see us take greater advantage of those cash balances by moving some of those inactive funds into an into an account that's generated to hire do sports.

Mr. Rashid I guess I have one question. FDIC only guarantees a certain amount of money per account. I will from a personal side, from a business side, what sort of protections do we have on the money that's sitting in this new fund if we should transfer \$182,000. Before? Or is there a built in protection? And by us being a public institution?

Mr. Cockfield Yeah, the Star Ohio program is a state supported program. endorsed by the treasurer of state now, the funds we have two star Ohio accounts. The second account that I'm suggesting we create is an offshoot of those accounts. So you have star Ohio, and then you have Starr plus, okay, so it's just basically a higher performing accounts. That doesn't offer you the kind of flexibility that the first account offers, as it stands now, the from Starr Ohio account that we currently have, I'm able to move money in and out of that account, pretty much on an ongoing basis, I can make transfers, I can make daily transfers, more than once, if I need to, with the Starr Plus account, there are restrictions on transfers and transfers, meaning that the money has to be more secure. And you're not allowed to do daily flexibility that you would with the other Starr Ohio town. So it forces higher yields. But it's all insured. Yes. I mean, the money is secure.

Mr. Rashid It doesn't seem like this is going to be any sort of long term burden, if you ever needed this money anyway. And based on the way that we've been budgeting and handling our affairs, I don't think it's ever going to be a time where we'll have to use this money overnight.

Mr. Cockfield Exactly.

Mr. Rashid I mean, it only makes sense to take advantage of a higher yielding account.

Mr. Rashid I yield the floor if there is any further questions or discussion.

Mr. Mays the interest that you get on the money does it fluctuate?

Mr. Cockfield Well, interest rates are not that high. Anyway. But yeah, the yields fluctuate, yes. But the yields in the Starr Plus account are higher than the other. So whatever it is, we take advantage of it, yes.

Ms. Shaheed If there's and emergency is there a timeframe you have to wait to you take money out of this account?

Mr. Cockfield I'm sorry, Ms. Shaheed...

Ms. Shaheed Is there a timeframe that you can actually withdraw money without a penalty?

Mr. Cockfield You can only withdraw monies out of the Starr Plus account on a daily basis. Whereas with the Starr Ohio account, I can move money back and forth all day long if I choose to. If that is your question?

Ms. Shaheed Yeah, I'm thinking like a CD in my head. You know, like you can put money into the bank, but you can't touch it for a certain period of time.

Mr. Cockfield No, this is not like that, no. You're not making long term commitments.

Mr. Mays So you have recommended that we close out one of these...

Mr. Cockfield ...No, actually all I wanted to do was to just introduce the concept or introduced the idea to the board. In the next finance committee meeting. I'll sit down with the finance committee and actually give them greater detail as to what I hope to do and give them more information to work with so they can come back to the board with a recommendation or not.

Mr. Silvera Mr. Chairman, I move for the adoption of the Fiscal Officer's report.

Dr. Harris I second.

Mr. Rashid It's been moved and second. Mr. Turner, call the roll.

Discussion: None

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

Yes – 7

Motion passes.

Mr. Silvera moved and Dr. Harris seconds to approve the Fiscal Officer's report.

The Fiscal Officer's report is approved.

XI. FINANCE COMMITTEE REPORT (CHAIRPERSON)

A. SUMMARY OF MAJOR ACTIVITY

Mr. Rashid I also see here that there's a few resolutions.

Mr. Silvera My hope is to read the resolutions and when I get a second, we'll open up for questions then I'll ask Mr. Cockfield to elaborate and answer the questions.

B. RESOLUTON 11-01-2020: TO RECEIVE TAX ADVANCES IN FISCAL YEAR 2021.

Mr. Silvera First resolution is Resolution Number 11-01-2020 To receive tax advances in fiscal year 2021. Whereas, the county treasurer requires Board approval to receive taxes and, whereas, tax advances will be credited to our Star Ohio account according to the following schedule: First half advance deposit date, January 15, 2021; first half advance second deposit date, February 16, 2021; first half settlement deposit date, March, 15, 2021; last half advance deposit date July 15 2021; second half settlement deposit date, August 16, 2021. Be it resolved;

the Board of Trustees of the East Cleveland Public Library adopt Resolution 11-01-2020 to receive Tax Advances to be deposited in Star Ohio account number 38967.

Mr. Silvera I move for its adoption.

Ms. Shaheed Second.

Mr. Rashid Any further discussion or questions?

Mr. Silvera If Mr. Cockfield could just elaborate

Mr. Cockfield As you can see, we've received basically five deposits over the course of the year, having to do with property tax collections. The first two deposits that we see, as you can see in the schedule, the first two represent advances on 2019 property tax collections. In March of next year, we get a settlement, basically meaning they reconcile the first half collections and give us what is leftover. They give us two advances. And then they reconcile and give us the balance of what they determined to be first half collections for 2019. In the second half of 2021, they do the same I'm sorry, not 2019, 2020, my mistake. So that the 21 advances represent first half collections of 2020 in the next half of the year, meaning in July and August of 2021, we get an advance on the second half of 2020s. collections. And then we get a settlement representing the reconciliation of property tax collections for the second half of 2020. So this represents the schedule of our property tax collections over the over the next year. And what we're doing is asking for the resolution to receive this money. It's not that we won't get the money if we don't pass the resolution, but they'd like to see the resolution. Yeah, we're acknowledging the fact that we do want to receive the advances.

Mr. Mays My I ask what the advances will be?

Mr. Rashid No, I have not received I've not received an estimate of our 2021 property tax collections. Based on this year's collections, it would probably be somewhere around \$750,000. Our total collected would probably be somewhere around 750,000 a year. I can only speculate Mr. Mays, I would say that our Certificate of estimated resources which I anticipate getting first part of December, will probably come in somewhere around there. I don't know what tax collections look like to be honest with you. So I think And I couldn't say. Normally our collection rate is about 85%. in East Cleveland's it's about 85%.

Mr. Rashid Is there any further discussion? Mr. Turner will you please call the roll.

Discussion: None

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

Yes – 7

Motion passes.

Mr. Silvera moved and Ms. Shaheed seconds approval of resolution 11-01-2020.

Resolution 11-01-2020 is approved.

C. RESOLUTION 11-02-2020: TO ALLOW THE EAST CLEVELAND PUBLIC LIBRARY TO ACCEPT DONATIONS FROM THE DONATE BUTTON ON THE LIBRARY'S WEBSITE AND SOCIAL MEDIA PAGES.

Mr. Silvera

Mr. Chairman, Resolution number 11-02-2020 to allow the East Cleveland Public Library to accept donations from the donate button on the library's website and social media pages. Whereas: the East Cleveland Public Library's Board of Trustees hereby accepts the recommendation of the Executive Director and the Finance Committee to accept all donations from the Donate button on ECPL's website and social media pages. And, Whereas: Administration will report all donations from the Donate button in the library's financial reports. And, Whereas: each donation will not require individual approval from the Board of Trustees for the library's acceptance of the donation. And, Be it resolved: Adoption of Resolution No. 11-02-2020 to allow the East Cleveland Public Library to accept donations from the donate button on the library's website and social media pages. Receipt of the donated funds will be recorded to "Unrestricted Contributions – Individuals".

Mr. Silvera

Mr. Chairman, I move for its adoption.

Ms. McDonald I second.

Mr. Rashid It's been moved and seconded. Is there any further discussion on this matter?

Mr. Silvera Does Mr. Latimer or Mr. Cockfield wants to comment?

Mr. Latimer Yes, go on to East Cleveland Public Library dot org, and you will see our donations button and it says make a one-time donation to the library thank you for your support. We are we going to turn around any donations or financial with a thank you letter to individual donors. If they haven't received one already, they should receive one in the next few days.

Mr. Mays Is this what we've previously talked about?

Mr. Latimer Yes.

Mr. Rashid In fact, this was introduced by Mr. Silvera when he took over the Finance committee. He and Mr. Cockfield worked together on it and I think this idea came from Mr. Silvera about donation button. I think it's a fantastic opportunity. A lot of people in the community that actually want to reach out for support of the library, it gives them the opportunity to do it from the comfort of their own homes. ...And this resolution allows us to accept the donation without having to individually accept each one as they come in. So I fully support it.

Mr. Rashid So we have a motion on the floor.

Mr. Cockfield You might want to thank Dr. Harris. She was the first donor.

Group (Applause)

Mr. Mays If there's no further discussion. Mr. Turner please call the roll.

Discussion: None

Mr. Silvera moved and Ms. McDonald seconds approval of resolution 11-02-2020.

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

Yes – 7

Motion passes.

Resolution 11-02-2020 is approved.
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D. RESOLUTION 11-03-2020: TO ACCEPT THE GRANT FROM THE CLEVELAND FOUNDATION OF \$33,100 TO PROVIDE 10 VIRTUAL PERFORMANCES TO THE COMMUNITY.

Mr. Silvera Mr. Chairman we have Resolution number 11-03-2020 to accept the grant from the Cleveland Foundation of \$33,100 to provide 10 virtual performances to the community. Whereas: the East Cleveland Public Library’s Board of Trustees hereby accepts the recommendation of the Executive Director and Fiscal Officer to accept the grant from the Cleveland Foundation for \$33,100.00. And, Whereas: \$33,100.00 is to be used to provide virtual programming in the Greg L. Reese Performing Arts Center. And, Whereas: the library must provide 10 virtual performances for the community. And, Be it resolved: Adoption of Resolution No. 11-03-2020 for the acceptance of the grant from the Cleveland Foundation of \$33,100.00 for the East Cleveland Public Library to use as noted. Receipt of the grant funds will be recorded to “Restricted Contributions – Foundations”.

Mr. Silvera Mr. Chairman, I move for its adoption.

Ms. Sharpley I second

Mr. Rashid Is there any further discussion?

Mr. Mays Yes. First of all, what is the virtual programming? Are there any restrictions as to how the money to be spent?

Mr. Latimer Yes, there are some restrictions of the Cleveland Foundation has been very happy when we record in person concerts, it’s attached to our identity as the East Cleveland Public Library to continue the concerts during COVID. They gave us the funds to continue the momentum around the activity. Right now the restrictions are the 10 performances, which will help us pay staff as well as the performers

and marketing and putting together pieces to accomplish the goals of getting 10 virtual performances. Hopefully, when we come up with COVID, we'll have the opportunity to shift to in person concerts.

Mr. Mays

Is there a time limit?

Mr. Latimer

Right now, this is for 2021. There potentially could be some adjustment right now. No one knows what's happening during this pandemic. But we are very grateful and appreciative to the Cleveland Foundation for letting us move forward with this initiative.

Mr. Rashid

Ms. Shaheed talked about the idea of speakers. Would those funds apply if we wanted to bring in speakers, I guess, authors with books that are currently touring the country, giving various types of talks and things. I thought about that. And I think that would be a wonderful forum for us to participate in. Because positive motivational speakers and those types of people I think it would be good for our audience here in the city. And you know, not saying specifically who. But just saying would these grants support the fees are for a speaker? Or does it actually have to be a performance like a jazz musical performance?

Mr. Latimer

For this particular grant? Yes, jazz programming. However, we do budget from our general fund programming for the year some of those speakers, their costs are very high. So we can discuss in Library Services some of those subjects and identified individuals who will be very well received in our community. We'll talk about that for next year.

Mr. Rashid

Okay, if someone is already here in town, and we knew what their schedule is going to be, and we found the way to approach them, they probably would cost us a lot less. But that's another conversation for another day.

Mr. Rashid

Thank you very much for the security of this grant and I know it will be put to good use and appropriately spent. Any further discussion on the motion? Mr. Turner, please call the roll.

Discussion: None

Mr. Silvera moved and Ms. Sharpley seconds approval of resolution 11-03-2020.

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

Yes – 7

Motion passes.

Resolution 11-03-2020 is approved.
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XII. NOMINATING COMMITTEE

Mr. Rashid The next item on the agenda is the Nominating Committee. I may need some direction on this. We nominate new officers every year, Is that correct?

Mr. Turner In the past, usually we have three trustees who are appointed to oversee the nominating committee. Those trustees will make suggestions and take the votes from the rest of the board, in terms of who will be the officers, the President, Vice President and Secretary.

Mr. Rashid How many members of this committee?

Mr. Turner Three.

Mr. Rashid how do we decide to do that is?

Mr. Turner usually volunteers.

Mr. Rashid That's the first step I would like to see who would like to volunteer to be on the Nominating committee?

Mr. Rashid Dr. Harris is one,

Mr. Mays The norms has been the President and Vice President and Secretary served 2-year terms. ...We have not really had an opportunity to really serve due to the pandemic that we face. Every officer since I've been on this board has served 2-year terms. So I just want to put that out there for what it's worth. To be honest, we only served about three or four good months, wire past two years.

Mr. Rashid So we would not necessarily need a Nominating committee because what you're saying we will not necessarily have an election this year.

Mr. Silvera We can wave the rules of the board, but you'll still need to have a Nominating committee to say, we'll just return the state of elected officers. And we can do that. That will be their recommendation or if they wanted, or someone wanted to go slower than that we will have to the Nominating committee to which the board as a whole could wave the Board bylaws.

Mr. Rashid I'm reluctant to do that. And I would rather that the board comes to a consensus as to whether you want to wave the rule and we serve two years if you want to elect new people. So maybe we'll take the Nominating committee. You guys can get together And then you can come back to us and then tell us what you suggest. And we will take that. I would rather it comes from the board back to, to the rest of us and we go from there. Is that okay?

Mr. Mays Every time we have elections, there's always changes. We need to stick to the laws. The only thing missing is the Secretary...

Mr. Rashid Dr. Harris, you mentioned to me that you wanted to volunteer.

Dr. Harris Yes, I did.

Mr. Rashid ...I'm fully supportive of that. Does that take an act from the entire board?

Dr. Harris Yes.

Mr. Rashid Okay.

Dr. Harris I volunteered after the previous Secretary resigned.

Mr. Rashid Yes she did and I sent her back in email, which, for whatever reason, she didn't get it. But I wanted to confirm to her that I did, in fact, respond to the idea of wanting to support that idea. And I wanted to find out from the Board and Mr. Turner to determine what is the legal process to be followed in order to do this or would her position also be included in the process we're going through for the Nominating committee?

Mr. Mays Yes. Secretary, President and Vice President.

Mr. Rashid Ok, well what I would like to do then is to have the nominating committee go forward. And you have the option of continuing with the

slate that we have, we have to fill the Secretary position. And so you guys can come back with us with date with timeline. So we'll know...

- Mr. Mays** ...Now.
- Mr. Rashid** So let the record reflect, that Ms. Shaheed, Ms. McDonald and Dr. Harris...
- Ms. McDonald** ...I would like to withdraw, because I like the initial ideal.
- Ms. Shaheed** The Nominating committee was put in place for the first time last year?
- Mr. Mays** No.
- Ms. Shaheed** The process was different. It was kind of confusing to me at the beginning.
- Mr. Latimer** We'll have Mr. Turner pull the Board bylaws.
- Mr. Rashid** Okay. So now we have two members. Was there anything in particular, the reason why you withdrew?
- Ms. McDonald** No, I'm looking at what you're saying about the past, and how different things were done. ...I just wanted to just kind of sit back and look how things are going right now.
- Mr. Rashid** ...Mr. Turner will walk us through the process...
- Mr. Mays** It isn't a matter of changing it is a matter of confusion at the end, and the names or whatever are given to me, me president, vice president, Secretary, and you discuss if you're satisfied with the slate... So you go over the names and discuss it. Everybody submit a name for who they want for President, Vice President and Secretary. Then you pull the names and count how many votes there are. It doesn't have to be something more complicated.
- Mr. Rashid** So, at this point, the three members of the committee are...
- Mr. Silvera** ...I'll take Ms. McDonald's place.
- Mr. Rashid** Okay, so the committee will be Dr. Harris, Ms. Shaheed and Mr. Silvera.
- Dr. Harris** I need to leave, because I have to pick someone up.

Mr. Rashid Yes. Thank you for coming.

(Dr. Harris leaves the meeting at 8:51 PM)

Mr. Rashid The next item on our agenda is the committee updates.

Mr. Silvera ...We're in a good financial position and I'm pretty happy with the work Mr. Latimer, Mr. Cockfield and the team have all done a very good job and going forward, with Ms. McDonald on Finance committee we can make sure that we have our nuts and bolts in order...

Mr. Rashid Ms. McDonald, did I make you aware of the fact that I put you on the Finance committee?

Mr. Rashid The President is responsible for assigning people to individual committees. For Personnel and Library Services committee, I wanted Ms. Sharpley to work with you, Ms. Shaheed.

Mr. Rashid I kept referring to Ms. McDonald being on the committee, but she wasn't even aware of the fact that she had been assigned. So I just wanted to let her know that it's my responsibility to do so and I discussed it with Mr. Silvera, and he wanted me to reach out to you and the same I want to share with you. I'm sorry, I apologize. Okay, thank you very much.

XIII. PERSONNEL & LIBRARY SERVICES COMMITTEES (CHAIRPERSON)
A. MAJOR ACTIVITIES

Ms. Shaheed The Personnel Committee and Library Services did not meet, but have completed our goals today in terms of evaluations for our administrators.

XIV. BUILDINGS AND GROUNDS (CHAIRPERSON)
A. MAJOR ACTIVITIES

Mr. Rashid Buildings and Grounds committee?

Mr. Mays Buildings and grounds did not meet this month. Pacing questions number one, major activities. And number two, our air handles. Notice air filters were replaced, we talked about that and getting heat in here. Disinfectant days now include Fridays, deep cleaning day described just this coming Friday, the disinfectant deep cleaning here in the library. On the fourth we have an annual city fire inspection. Touch less faucets were installed in the public restroom. You can turn the faucet on by putting your hand under it and water comes out. So toilets arrived damaged. However, the new ones should arrive in the next, I guess next week or so, and we should get them.

Mr. Mays We talked about the marquee to inform the public as to behind these doors here at the Library. So I think it plays a pivotal role and also promote the activities that are taking place here that a lot of people are not cognizant that's happening here in this facility. There has been some research done on the marquee. We want it to be visible, so we won't put it in a location that you can't see it. So that is the report.

Mr. Rashid I want to say for the record that I shared. And that's why I mentioned in in my president's report, the marquee having some designs presented to the Board relatively soon. And having a timeline of actions so we can start gathered cost estimates, designs, and come to a conclusion as to how we want to move on that. So are there more questions around that?

Ms. Sharpley What type of marquee are you trying to obtain?

Mr. Rashid We haven't seen a design yet. And I think that that's the first step that we'll take a look at, because I've looked at one in Cleveland Heights, South Euclid, and Beachwood places when you move around, even Shaw high school. So when you're coming down the street, that would be the responsibility of the various contractors to give us an idea of utilizing the space that we have to use for the maximum effect. And so as Carlos and his team begins to evaluate those, they will decide which wants to present to us to take a look at and then we will make that decision, you know, pretty much within this room, which one we'll go with. But I mean, we're open. If you have ideas, please submit them. And, you know, we'll work on that.

Mr. Latimer As we work through particular appropriations for the beginning of the year, we'll be working with our management team and Mr. Cockfield we'll have a plan to move forward and prioritize what we're going to do with the current appropriations by March 31st. We'll have something for the Board by February in terms of how we will move forward with prioritizing the marquee, carpet, windows, or whatever the other big ticket thing that we want to do.

XV. NEW BUSINESS

A. RECOGNIZING PREVIOUS TRUSTEES

Mr. Rashid

The next item on the agenda is recognizing the previous trustees. And what our staff has done is to prepare proclamations for Ms. McClarin and Terra Turner, who are not with us tonight. I guess the appropriate thing to do, would be read the proclamations into the record and send them off to them. And this is what they look like. It starts off "East Cleveland Public Library proclamation Whereas, Pamela A. McClarin has served as a Trustee of the ECPL from November 2015 to October 2020; and Whereas, she was as an elected officer of the board of trustees during her tenure, serving as Secretary and Vice President; and Whereas, as she coordinated the year-end Board events for the staff and community and acted as the Co-chair for the Strategic Planning Committee, helping to guide the direction of the library, and as Chair for the Library Services Committee she helped oversee the establishment of the Library's Passport program; and Whereas, she met her obligations as a Trustee with commitment, integrity, vision and compassion; providing the library with a stronger administrative infrastructure, more community resources and strategies to move the library in to the future; and Whereas, she puts education as a high priority by helping others while continuing her own education; and Be it known, we wish her well in all future endeavors for the energies and resources she has provided in her service to this institution. The Board of trustees of ECPL offers its sincere gratitude to Pamela A. McClarin.

Group

(Applause)

Mr. Rashid

The next proclamation reads as follows library proclamation Whereas, Terra L. Turner has served a complete 7-year term as a Trustee of the ECPL from November of 2013 - October 2020; and Whereas, she was as an elected officer of the board of trustees for 5 years of her tenure, serving as Secretary, Vice President and President; and Whereas, as she acted as the committee chair for the bodies that over saw the establishment of the Library's current Board Policy Manual and strategic Plan; and Whereas, she met her obligations as a Trustee with commitment, integrity, vision and good humor; providing the library with new administrative infrastructure, community resources and strategies for serving our patrons; and Whereas, she received her primary and secondary public school education in East Cleveland was an active participant in ECPL programming throughout her youth, and is a graduate of Shaw high school; and Whereas, she is has been a

resident of East Cleveland more than 50 years serving in her adulthood as a community leader and educator; and Be it known, we wish her well in all future endeavors for the energies and resources she has provided in her service to this institution. The Board of trustees of ECPL offers its sincere gratitude to Terra L. Turner

Group (Applause)

Mr. Mays Is there a place for everyone to sign?

Mr. Rashid No, as they're currently presented, there is a line for the executive director and myself.

Mr. Rashid Are there any questions or any other additional information?

Mr. Mays Before you leave, you write down right down who you want for the President, Secretary and Vice President. Give it to Mr. Turner and he will hold it until the next meeting...

Mr. Turner I will correspond with everyone via email...

Mr. Silvera We do have Nominating committee and I think it would be wise of us to let them handle that.

Mr. Rashid I agree. We now have a Nominating committee so we'll let them handle the process...

XVI. OLD BUSINESS

Mr. Rashid Next item on the agenda is old business.

XVII. AUDIENCE PARTICAPATION

Mr. Rashid Hearing none, we move on to audience participation.

Mr. Latimer We do have one audience participate. C. Neil – “Congratulations to the new members of the library Board. Welcome”. Thank you for your service...

XVIII. ADJOURNMENT

- Mr. Rashid** Next item on their agenda is a motion. Motion to adjourn.
- Mr. Mays** If there's no further business, I make the motion to adjourn.
- Mr. Silvera** Second.
- Mr. Rashid** It's been motioned and seconded. Mr. Turner, please call the roll.

Discussion: None

Roll Call Vote: Mr. Rashid (yes), Mr. Mays (yes), Ms. Shaheed (yes), Ms. Sharpley (yes), Mr. Silvera (yes), Ms. McDonald (yes)

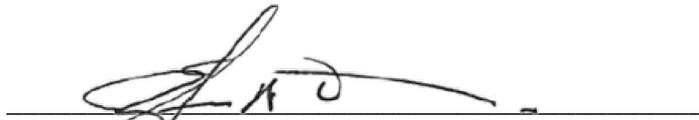
Yes – 6

Motion passes.

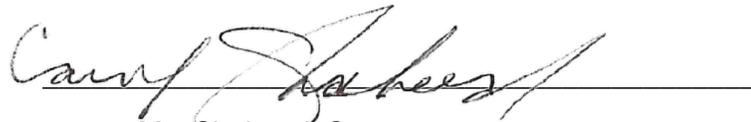
[MEETING ADJOURNED AT 9:08 PM]

Mr. Mays moved and Mr. Silvera seconds adjournment.

Meeting is adjourned.



Mr. Rashid, President



Ms. Shaheed, Secretary