

Board of Trustees of Morley Library

November 15, 2023

A regular meeting of the Board of Trustees of Morley Library was called to order at 4:35 PM on November 15, 2023 by Ms. Coffee. The following members were present:

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| Ms. Coffee | Mr. Di lorio | Mr. Gorom |
| Ms. Severa | Dir. Martinez | Ms. Norman |

The minutes of the October 18, 2023 regular Board Meeting were reviewed. Mr. Di lorio moved that the minutes be approved as corrected, Ms. Severa seconded, and the motion carried unanimously.

Ms. Norman reviewed the October Treasurer's Report. Mr. Gorom moved that the report be accepted, Mr. Di lorio seconded, and the motion carried unanimously.

Ms. Norman asked that the Board make the following reallocations in the General Fund's 2023 Appropriation: \$150 to #3152 Program Refreshments – Children's from #2152 Program Supplies – Children's; \$6 000 to #3310 Building Maintenance & Repair from #1100 Salaries; \$500 to #4361 Digita DVDs from #4360 DVDs; and \$1 000 to #4380 Video Games from #4330 Audiobooks. Ms. Severa so moved, Mr. Di lorio seconded, and the motion carried unanimously.

Ms. Norman updated the Board on recent personnel changes. She also reported that her research indicated that 2024 salary increases were averaging from 3.5% to 5% according to numerous sources (SHRM, federal government, etc.). Members agreed to that range for the Library's 2024 salary plan to be approved at the next meeting.

Mr. Gorom moved that the draft version of the Library's Strategic Plan as submitted by Director Martinez be approved. Ms. Severa seconded and the motion carried unanimously. In keeping with the guidelines outlined in the Plan, Director Martinez shared a list of priorities suggested by the management team to be considered for the upcoming facilities refresh. She also noted that she had had a very preliminary discussion with Painesville Senior Center personnel regarding the use of Library space for their programming, as they are currently without a home location.

Director Martinez reported that the following gifts had been received in memory of former Circulation Services Assistant Phyllis Crum: \$50 from David & Susannah Koffel, \$50 from Karoleen Wood, \$100 from Robert G. Mayer, \$150 from Cynthia Thopson, and \$200 from Kristen Crossett on behalf of NOAA Ocean Exploration. Mr. Gorom moved that the gifts be accepted with gratitude and Mr. Di lorio seconded. The motion carried unanimously.

Review of Board Bylaws was tabled to the December meeting.

Ms. Severa moved that the Board adjourn to executive session for discussion of a personnel matter. Mr. Di lorio seconded, the motion carried unanimously, and the executive session began at 5:47 PM. At 6:25 PM Ms. Severa moved that the executive session be adjourned, Mr. Di lorio seconded, and the motion carried unanimously.

There being no further business to come before the Board, the meeting was adjourned by Ms. Coffee at 6:25 PM.

Sandra Coffee, Vice President

Albert Di lorio, Secretary Pro-Tem