Present: Ms. Fluellen, Mr. Gerboc, Ms. Moskowitz, Mr. Roosa. Mr. Mentrek, Mr. Tirakhia. Ms. Iwamoto was absent.

Also Present: Director Nancy Levin, Deputy Director Kim DeNero-Ackroyd, Fiscal Officer Deborah Herrmann, members of the Administrative Services Team; Elizabeth Tracey from the League of Women Voters, Sue Janssen from the Foundation, Charlotte Blaiser from Staff Association,

CERTIFICATION AND NOTIFICATION
The Fiscal Officer certified that notification of the meeting of the Library Board of Trustees had been made.

Minutes from the July 15, 2019 Regular Meeting were forwarded to board members for review. Mr. Gerboc moved to approve the minutes. Mr. Roosa seconded. The minutes were approved by unanimous consent.

OPERATIONS COMMITTEE – MR. ROOSA

FINANCIAL REPORT
Ms. Herrmann presented an analysis of the investment portfolio with Meeder Investments. The library expects to earn $200,000 in interest in 2019.

Financial reports for July are not yet available and will presented at the September meeting.

Members of the Operations Committee have met, discussed and reviewed the following items and recommend approval by the Library Board of Trustees:

RESOLUTION 34-2019
APPROVAL OF BYLAWS
BE IT RESOLVED that the Bylaws of the Library Board of Trustees of the Cleveland Heights – University Heights Public Library be approved as amended for 2019 and that a corrected copy be attached to the Minutes of this meeting, to the Library’s web site, and to all copies of the Policy Notebook of the Library Board of Trustees. (Attached)

Ms. Moskowitz moved. Mr. Mentrek seconded. Resolution 34-2019 was approved by unanimous consent.

RESOLUTION 35-3019
APPROVAL OF MATERIALS EVALUATION & SELECTION POLICY
BE IT RESOLVED that the Materials Evaluation & Selection Policy of the Library Board of Trustees of the Cleveland Heights – University Heights Public Library be approved as amended for 2019 and that
a corrected copy be attached to the Minutes of this meeting, to the Library’s web site, and to all copies of the Policy Notebook of the Library Board of Trustees. (Attached)

Mr. Turakhia moved. Mr. Mentrek seconded. Resolution 35-2019 was approved by unanimous consent.

RESOLUTION 36-2019
WASHINGTON BLVD. REPAIRS – COMPRESSOR REPLACEMENT

WHEREAS a compressor on the roof of 2843 Washington Blvd. is failing and needs to be replaced; and

WHEREAS a quote has been received from Gardiner to replace the failing compressor with one that is compatible with the building’s current HVAC system and the quote is based on pricing through the Sourcing Alliance purchasing consortium;

NOW THEREFORE BE IT RESOLVED by the Library Board of Trustees that the fiscal officer is authorized to approve a purchase order to Gardiner for the replacement of a rooftop compressor at a cost of $14,766.

Ms. Levin said this is the first major repair the building has needed since the library gained ownership of the property. She said it needs to be replaced as this unit cools the gym. She said the library will be reimbursed for this by the tenants.

Mr. Mentrek moved. Mr. Gerboc seconded. Resolution 36-2019 was approved by a unanimous roll call vote.

PERSONNEL COMMITTEE – MS. MOSKOWITZ

No items.

PLANNING & EXTERNAL RELATIONS COMMITTEE – MS. FLUELLEN

Members of the Planning & External Relations Committee have met, discussed and reviewed the following items and recommend approval by the Library Board of Trustees:

RESOLUTION 37-2019
APPROVAL OF TENANT LEASE – 2843 WASHINGTON BLVD.

WHEREAS; the Cleveland Hts. – Sherry Skedel has agreed to enter into an amended lease for space at the former Coventry School at 2843 Washington Blvd, for an additional 151 square feet raising the monthly rent to $91.29 per month; and

WHEREAS; said lease will be from July 1, 2019 to July 20, 2020;

NOW THEREFORE BE IT RESOLVED: Cleveland Heights – University Heights Library Board of Trustees authorizes the Director to approve the lease.

Ms. Levin said Ms. Skedel provides services to school age children and her space will be doubled with this change.
Mr. Mentrek moved. Mr. Gerboc seconded. Resolution 37-2019 was approved by a unanimous roll call vote.

**FRIENDS REPORT**

Ms. Levin reported the First Friday book sale raised $1,044 and many teachers took advantage of the $5 bag of books deal.

**PRESIDENT’S REPORT**

Mr. Mentrek said the Pekar Fest was very successful and staff deserve commendations for the activities on one of the hottest days of the year.

**DIRECTOR’S REPORT**

20 members of staff and FRIENDS attended the Indians Royals Baseball Game on July 20. It was hot, the Tribe lost, but we still had fun!

**Coventry Waterproofing Project**
Bid specifications will be published on Aug. 7 and 14.  
Walk through Aug. 12 at Coventry Branch.  
Bid opening at Lee Road August 27 at 2:00  
Board Committee/ Special meeting to accept and award a bid. Sept. 3 TUESDAY 6:30.

**Opening of schools brings changes**
School starts on August 19. Students will return to the Monticello and Roxboro Middle School Buildings and will leave the Wiley Building. The library branches are all preparing to welcome students back especially the middle school students who are moving.
We are anxious to meet the new School Superintendent Elizabeth Kirby and introduce her to our public libraries.

Community Survey on Library Website
We encourage the public to share their community aspirations as part of our strategic planning process. There is a link on our website that leads to the brief survey.

FFHL Nominations for Door Opener and Mind Opener
We will be accepting nominations for the foundation’s literacy hero awards through this week. Send nominations to Heightschase@gmail.com.

Summer Lunch and Greater Cleveland Food Bank Mobile Pantry numbers grow
Special Projects Manager Maggie Kinney reports the mobile pantry will be moving to Lee Road Branch in October.

Library provides Little Free Library
The Little Free Library will be located at 3503 Northcliffe Road. Thanks to neighbor Donna Johnson and her group for taking responsibility for the newest install.

Clevnet Mobile App 2.0
This app will replace the current one on August 20. Take a look and let us know what you think!

Sheryl Banks reports that the Communications Department finished the fall issue of Check Us Out, including the 2018 annual report, and sent it to print. It will hit mailboxes mid-August.

The department completed the first video in a new campaign highlighting staff members. Suzanne Wilkins is our first star. As of July 31, it had been viewed 400 times over 3 days. The “Here for you, wherever you are” slogan features prominently. New videos will be rolled out every few weeks. Instagram is one place you can view the campaign.

Speaking of videos, we promoted the new sports equipment collection at Coventry with a video, too, on Facebook and our website (viewed a little over 800 times). https://heightslibrary.org/locations/coventry-village/#sports

The department heavily promoted the Pekar Comic Book Festival (in partnership with Coventry Village and Mac’s Backs), with fliers, posters, social media, print ads, press releases, and radio (WJCU).

The Book Bike went out three times in July (Coventry Market, Mobile Pantry at Coventry, Cain Park event) and served over 100 people, and distributed over 200 young adult and children’s books.

The department partnered with Cain Park to promote a screening of a Harry Potter movie by hiding “Snitches” in the stacks in the Children’s, Teen, and Adult sections at Lee Road. In exchange, Cain Park has been distributing library materials at their events all summer.

UPCOMING DATES
September Committee meeting changed to Tuesday Sept. 3.
September 23 Board meeting will take place at Coventry Branch and will include a tour of the basement.
Friday, Oct. 4 Staff Development Day
Mon, Oct 7th, Strategic Planning  Betsy Lantz from NEO-RLS, we'll have the Board & management meet from 5-9
REI Training for Staff, Oct. 21 and Oct. 22 –Staff will sign up for one half-day session
REI Training for Managers and Board December 4 and 5 all day. Please mark your calendars!

GOVERNMENT REPORT

Ms. Levin reported:

**Governor signs Budget Bill 166**
The Conference Committee on House Bill (HB) 166, the biennial state budget bill, met July 16 to work out the 600+ differences in the House and Senate versions of the bill. The Conference Committee agreed to the Senate version of the bill setting the Public Library Fund (PLF) at 1.7% for fiscal year (FY) 2020 and 2021. In addition, the Committee accepted a true-up amendment from Senate Finance Committee Chairman Matt Dolan (R-Chagrin Falls) that will make public libraries whole for the month of July. As we indicated in previous communications, the July PLF distribution was based on the PLF at 1.66%. The true-up language will appropriate an additional $916,705 from the state's General Revenue Fund (GRF) to the PLF and it will be distributed based on the current formula in statute.

Governor Mike DeWine signed the bill on July 18 with 25 line item vetoes that did not affect the PLF.

**Be a good citizen….VOTE!**
Check your voter registration at  https://www.sos.state.oh.us/elections/voters/#gref

**ALA call to action with eBooks for All.**

Recently Macmillan Publishers announced new lending terms for library eBooks that will make it nearly impossible for libraries to fulfill our central mission—equitable access for all.

Here's the truth: Limiting access to new titles for libraries means limiting access for readers.

The embargo is the latest evidence of a troubling trend in the publishing industry. ALA denounces Macmillan's announcement and is exploring all possible avenues to ensure that libraries can continue to purchase and lend all materials without restriction.

We urge the library community to tell Macmillan Publishers’ CEO John Sargent that we object to the publishing company’s new policy.

📢 Click to tweet about why we need #eBooksForAll:  https://ctt.ac/_y19R

Visit our landing page for the eBooks Campaign for more information and graphics to share on social media:  ala.org/advocacy/e-books

As this trend continues to unfold, our community must be prepared for a long journey. **Add your voice to the conversation** if you agree that access to and use of all published works—regardless of format—must equitably balance the rights and privileges of readers, authors, and publishers.

Thank you, as always, for your continued advocacy and support for libraries, library workers, and readers.
# Ohio Fall Election Deadlines

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Date</th>
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<tbody>
<tr>
<td><strong>Ballot Access - Write-In candidates ballot access deadline:</strong> Write-in candidates for Nov. 5 general election must file declarations of intent by 4 p.m. (72 days before general election)</td>
<td>August 26, 2019</td>
</tr>
<tr>
<td><strong>Absentee Ballot Request starts - UOCAVA citizens:</strong> UOCAVA absentee ballots for Nov. 5 general election must be ready (46 days before general election)</td>
<td>September 20, 2019</td>
</tr>
<tr>
<td><strong>Voter Registration Ends:</strong> Deadline for voter registration for Nov. 5 general election (30 days before general election)</td>
<td>October 7, 2019</td>
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<td><strong>Absentee Ballot Available:</strong> Non-UOCAVA absentee ballots for Nov. 5 general election must be ready (first day after close of voter registration)</td>
<td>October 8, 2019</td>
</tr>
<tr>
<td><strong>Absentee Ballot Request deadline - By Mail:</strong> Applications for absentee ballots to be mailed for Nov. 5 general election must be received by boards of elections by noon (3 days before general election)</td>
<td>November 2, 2019</td>
</tr>
<tr>
<td><strong>Absentee Ballot return deadline - In Person:</strong> Absentee ballots, returned in person or via a method other than U.S. Mail, must be received by the boards of elections by close of polls</td>
<td>November 5, 2019</td>
</tr>
</tbody>
</table>

### UNFINISHED BUSINESS

None.

### NEW BUSINESS

None.

### ADJOURNMENT

Mr. Mentrek moved. Ms. Moskowitz seconded to adjourn the meeting at 7:20 p.m. The motion was approved by unanimous consent.