CERTIFICATION AND NOTIFICATION

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

Ms. Fluellen arrived at 6:35 p.m.

Also Present: Director Nancy Levin, Deputy Director Kim DeNero-Ackroyd, Human Resources Manager Laurie Marotta; members of the Administrative Services Team; Mary Looby representing Staff Association, librarian Radene Herbert, Betsey Tracy from the League of Women Voters and Tameika Taylor from Compass Consulting.

APPROVAL OF MINUTES

Minutes from the November 18, 2019 Regular Meeting were forwarded to board members for review. Mr. Roosa moved to approve the minutes. Mr. Mentrek seconded. The minutes were approved by unanimous consent.

Mrs. Levin read the following resolution in recognition of Radene Herbert’s retirement.

RESOLUTION 57-2019
RECOGNITION OF
EMPLOYEE RETIREMENT

WHEREAS: On March 3, 1997, Raidene Hebert joined the staff of the Cleveland Heights-University Heights Public Library as an Adult Services Librarian for the Noble Road branch; and

WHEREAS: Ms. Hebert, who has provided excellent customer service to our patrons and staff for 22 years and 10 months, retired on December 20, 2019; and

WHEREAS: She will be remembered for her active participation on many committees and task forces over the years, such as readers advisory groups, Rewards and Recognition Committee, Internal Customer Service Committee Performance Evaluation and Merit Pay Reorganization Task Forces, Strategic Planning Task Force, Benefits Committee, Noble Road Renovation Project and Noble Road Grand Reopening Committee; and

WHEREAS: She has supervised the Noble Branch page staff for many years, where she hired and
trained many young people in our community, providing them a positive first job experience; and

WHEREAS; She was responsible for collection development in many subject areas, keeping the library collections up to date and comprehensive; and

WHEREAS: Raidene’s natural, friendly nature made for the best internal customer service, she would assist you with cheer and delight; and

WHEREAS: She will always be remembered for her deep empathy and good humor that has been a source of comfort, fun and encouragement to many employees; and

WHEREAS: Her steadfast commitment to the library’s positive image, her wisdom and dedication will be sorely missed;

NOW, THEREFORE, BE IT RESOLVED: That this Resolution upon her retirement be approved by the Board of Library Trustees and spread upon the minutes.

Mr. Gerboc moved. Ms. Fluellen seconded. Resolution 57-2019 was approved by a unanimous roll call vote.

OPERATIONS COMMITTEE – MR. ROOSA

Ms. Levin introduced Tameika Taylor from Compass Consulting. Mr. Taylor said her firm helps companies maximize employee relationships and foster an inclusive work environment. She said her contract with the library will include meeting with the staff and patrons to conduct a diversity audit of the library system and formulate a diversity, equity and inclusion plan.

FINANCIAL REPORT

Ms. Herrman reported revenues for the year will exceed projections and expenditures are under projects. Also, short term interest rates continue to drop.

APPROVAL OF FINANCIAL & INVESTMENT REPORTS – NOVEMBER

Mr. Mentrek moved. Ms. Iwamoto seconded to approve the financial and investment reports for the month of November. The motion was approved by unanimous consent.

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

RESOLUTION 58-2019

APPROVAL OF 2020 PERMANENT APPROPRIATION

BE IT RESOLVED: by the Board of Library Trustees of the Cleveland Heights–University Heights Public Library, Cuyahoga County, Ohio; that to provide for the current expenses and other expenditures of said Board of Library Trustees, during the fiscal year ending December 31, 2020, the following sums be set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year.
Mr. Roosa moved. Mr. Turakhia seconded. Resolution 59-2019 was approved by a unanimous roll call vote.

**RESOLUTION 59-2019**

**APPROVAL OF PROPERTY, LIABILITY, AND CYBER INSURANCE**

BE IT RESOLVED: that the Board of Library Trustees grants permission to the Fiscal Officer to accept the annual premium of $44,830 for the library’s Comprehensive, Property, Casualty and Liability Insurance; and Social Engineering coverage of $100,000 for $46, with The Ohio Plan for the period from December 1, 2019 through December 1, 2020; and

BE IT FURTHER RESOLVED that the Board of Library Trustees grants permission to the Fiscal Officer to accept the annual premium of $3,332 for Cyber Insurance with Traveler’s Insurance for the period from December 1, 2019 through December 1, 2020.

Mr. Gerboc moved. Mr. Turakhia seconded. Resolution 59-2019 was approved by a unanimous roll call vote.

**RESOLUTION 60-2019**

**AUTHORIZATION TO REQUEST TAX ADVANCES**

BE IT RESOLVED that in order to provide funds to meet anticipated operating expenses for the year 2020, the Board of Trustees of the Cleveland Heights-University Heights Library, under the authority of Section 321.34 of the Ohio Revised Code, requests that the county fiscal officer advance to it whatever tax funds can be made available prior to the regular tax settlement dates during fiscal year 2020.

Mr. Roosa moved. Mr. Turakhia seconded. Resolution 60-2019 was approved by a unanimous roll call vote.

**PERSONNEL COMMITTEE – MS. MOSKOWITZ**

**PERSONNEL REPORTS**

Ms. Marotta reported:
**Staffing Report**

Some turnover this month with one resignation from Coventry, Holly Brown, part-time Youth Services Associate is relocating out of Cleveland. Our year-to-date turnover is at 13%. Retiring this month is long time employee, Raidene Hebert, Noble Road branch Adult Services Librarian. Raidene has been with the Library for over twenty-two (22) years. A retirement resolution recognizing her service will be acted on this evening.

<table>
<thead>
<tr>
<th>Department</th>
<th>Position</th>
<th>Job Status</th>
<th>Vacancy Date</th>
<th>Vacancy Reason</th>
<th>Incumbent</th>
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<td>FT</td>
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<td>Retirement</td>
<td>R. Hebert</td>
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<td>PT</td>
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<td>J. Williams</td>
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<td>*YSD Associate</td>
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<td>Sundays</td>
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*New to the report this month

**Staff Development Day – Report by Heather Howiler, Continuing Education Manager**

This year’s Staff Development Day was held on October 4 and was attended by 134 employees. The day offered 24 breakout sessions and included the presentation of the annual staff awards and longevity pins. Ninety-four (94) out of ninety-nine (99) survey responses rated the day as either Excellent or Good. Overall comments were positive, with responses such as:

- “Excellent staff day. Very good sessions on a whole.”
- “Really informative and interesting.”
- “Awesome great job staff development team!!”
- “Great day!”
- “I love Staff Day! I look forward to it every year. Thanks for all your hard work!!”
- “All 4 breakouts were informational and fun. I took something from all of them.”
- “Great day. Many thanks to the committee!”
- “Really great and fun day! Was glad there was no keynote speaker. The quality of the sessions this year seemed good - thought the mix of choices available was good too.”
- “It was nice to meet everyone that you would not otherwise meet.”
- “Staff does a great job, I appreciate all the effort.”
- “Thanks to all for the good Staff Day.”
- “Always appreciate the chance to spend a day in contemplation of life and library related issues.”

This year’s breakout sessions covered the following topics, ranging from selfcare to customer service development.

- Five Essential Rules for Living a Healthy Life (OneDigital) – counted toward wellness program credit.
- Brainstorming and Innovation (NEO-RLS)
- Brave New World of DNA Testing (staff lead session – Local History Librarian Jessica Robinson)
• LGBTQIA 101 (staff lead session – Youth Services Associate Talia Linina)
• Time Management (EASE@work)
• Understanding & Responding to Unconscious Bias & Microaggressions (Recovery Resources)
• Cultural Humility (Recovery Resources)
• Design Thinking for Libraries (staff lead session – Continuing Education Manager Heather Howiler & Special Projects Manager Maggie Kinney)
• Get to Know the Greater Cleveland Food Bank (Greater Cleveland Food Bank)
• Namaste!: Refugee Services at Heights Libraries (staff lead session – Refugee Services Librarian Steve Sanders)
• OPERS Informational Session (OPERS)
• 2020 Census Update (Census Bureau)
• Creating a Caring Community (Recovery Resources)
• Let's Get Ready for Kindergarten! (Family Connections)
• Newbie's Guide to Genealogy Research Using Library Resources (staff lead session – Local History Librarian Jessica Robinson)
• Super Searchers (staff lead session – Tech Trainer Ann MacNamara)
• The Problem with Wish-Cycling (Cuyahoga County Solid Waste District)
• How to Spot Fake News (staff lead session – Tech Trainer Alyse Giannotti)
• Matchmakers Program - Adult Services Readers’ Advisory (staff lead – Adult Service Associate Bali Culver, Technical Service Supervisor Jenny Greene, Adult Service Librarian Raidene Hebert, Adult Services Librarian Andrea Lynn, Adult Services Librarian Greg Osborn, UH Branch Manager Sara Phillips, Refugee Services Librarian Steve Sanders, & Adult Service Associate Carole Wallencheck)
• Mindfulness Meditation: Strategies for the Workplace (Coventry Branch Page Aaron Arnold)
• Teens: The Good, The Bad and the Ugly (Bellefaire JCB)
• Next year’s Staff Development Day is scheduled for Friday, October 2.

Employee Training

Groundwater Training

On October 21 & 22, 84 staff attended Racial Equity & Inclusion Groundwater Training at the Lee Road and University Heights Branches. On December 4 & 5, Managers and Library Board of Trustees attended two full days of REI training.

The training was presented by the Racial Equity Institute (REI), who has partnered with ThirdSpace Action Lab in Cleveland to bring Racial Equity & Inclusion Groundwater workshops to the Cleveland area. In Groundwater Training, REI organizers use stories and data to present a perspective that racism is fundamentally structural in nature. By examining characteristics of modern-day racial inequity, the presentation introduces participants to an analysis that most find immediately helpful and relevant.

Mental Health First Aid (MHFA)

Sixteen (16) people, a combination of both members of our staff and the public, attended the two-day Mental Health First Aid (MHFA) training at the Lee Road Branch on October 14 & 15. Presented by Recovery Resources, MHFA teaches attendees about the risk factors and warning signs for mental health and addiction concerns, strategies for how to help someone in both crisis and non-crisis situations, and where to turn for help.
Fifteen (15) Project Outcome Education and Lifelong Learning surveys were completed and respondents either **agreed** or **strongly agreed** that they benefited from the program:

- 93% learned something that was helpful
- 100% felt more confident about what they learned
- 93% intend to apply what they learned
- 93% were more aware of resources and services provided by the library

Funded by a LSTA Mental Health First Aid grant from the State Library of Ohio, this month’s training represents the **second** time the library has offered MHFA to the general public. Due to the continued positive response from the public and staff, we hope to offer this training and others like it in the future.

**Insurance Renewals for 1-1-2020**

**Dental Employee Insurance renewal**

The Library received a 0% increase for dental insurance coverage for 2020 coverage. Current provider Nationwide Insurance; current rates are

- Single rate: $31.09 per month
- Family rate: $80.94 per month

The last increase to the dental insurance was in 2013.

**Employee /Employer Contributions for Dental Plan**

- Single coverage Library pays 84% of premium – Employee pays 16%
- Family coverage Library pays 65% of premium – Employee pays 35%

Library will pay $26.25 for single coverage and $52.50 for family coverage per month for employee dental insurance for full-time eligible employees; and

The coverage effective date is from January 1, 2020 through December 31, 2020.

**Long Term Disability Insurance Renewal**

The Library received a 0% increase for long term disability insurance for years 2020 and 2021, 24 month rate guarantee.

The library offers long-term disability insurance to full-time staff. The benefit will pay, after a 90 day waiting period, a monthly benefit amount of 60% of the employees’ basic monthly income up to a maximum monthly benefit of $2,000. This is a voluntary benefit and the cost is split 80/20 between the library and the employee, respectively. This is a popular benefit with eligible staff members with most staff electing to purchase this coverage.

Our last premium increase was a 10% increase in 2018. The current premium rate is $0.44 per $100 of covered payroll. The Library monthly cost would be approximately $630.00 per month based on the 80% share structure.

Members of the Personnel Committee have met, discussed and reviewed the following items and recommend approval by the Library Board of Trustees:
RESOLUTION 61-2019
APPROVAL OF DENTAL INSURANCE RENEWAL

WHEREAS: the Library received a 0% increase for dental insurance coverage through December 31, 2020 from the current provider Nationwide Insurance; and

WHEREAS: the Library will pay $26.25 for single coverage and $52.50 for family coverage per month for employee dental insurance for full-time eligible employees; and

WHEREAS: the employees are responsible for the difference between their premiums and the library contribution; and therefore,

BE IT RESOLVED that the Finance Manager be authorized to enter into contract with Nationwide Insurance for library-provided dental insurance for coverage effective from January 1, 2020 through December 31, 2020 at the current monthly rates of $31.09 per single and $80.94 per family/dependent level coverage.

Mr. Gerboc moved. Mr. Mentrek seconded. Resolution 61-2019 was approved by a unanimous roll call vote.

RESOLUTION 62-2019
APPROVAL OF LONG-TERM DISABILITY INSURANCE RENEWAL

WHEREAS: the current voluntary long-term disability insurance plan renews on January 1, 2020; and

WHEREAS: the current provider, Lincoln Financial Group, renewed the long term disability policy with a $0.440 rate per $100.00 of covered payroll; and

WHEREAS: the provider guaranteed the rate for two years; and

WHEREAS: the Library pays 80% of the employee’s long term premium cost and the employee pays the remaining 20% through payroll deduction; so therefore,

BE IT RESOLVED that the Fiscal Officer be authorized to enter into a contract with Lincoln Financial for long-term disability at the following rate:

Rate of $0.44 per month per $100 of each eligible employee’s salary, coverage effective from January 1, 2020, through December 31, 2021, and the cost is to be shared by staff with 80% of the premium paid by the library and 20% paid by the employee.

Mr. Turakhia moved. Mr. Mentrek seconded. Resolution 62-2019 was approved by a unanimous roll call vote.

PLANNING & EXTERNAL RELATIONS COMMITTEE – MS. FLUELLEN

Members of the Planning & External Relation Committee have met, discussed and reviewed the following items and recommend approval by the Library Board of Trustees:
WHEREAS: the Heights Libraries will require some renovations to all of their buildings and the construction of a new playground in the PEACE Park in the next five years; and

WHEREAS: the hiring of architects, construction companies and engineers will be more efficient if these projects are planned together; and

WHEREAS: in order to coordinate and write the Requests for Proposals for such services we will require expert assistance; and

WHEREAS: JMC Consultants has assisted the Heights Libraries on a number of projects as owner’s representative; and has provided a proposal for Phase one Budget development and RFP writing that will be complete by June 1, 2020;

THEREFORE, BE IT RESOLVED: that the Fiscal Officer be authorized to enter into a contract with JMC Consultants for Phase one budget development and RFP writing for an amount not to exceed $15,000.

Ms. Levin said Ms. Criscione has worked with the library on the renovations at Lee Road and the Noble branch and she will help coordinate and provide a schedule for improvements in a cost effective plans manner. Mr. Mentrek said she has an impressive background of clients. Ms. Levin said community engagement will also be done for input on improvements.

WHEREAS: the Heights Library has chosen to focus on “Fostering Diversity, Equity and Inclusion” in its Strategic Plan since 2017; and

WHEREAS: the Heights Library has already committed to shared leadership and decision making; and

WHEREAS: we have learned in recent training that institutions can achieve much by examining their own policies and practices and eliminating racist, biased or uninformed language and expectations; and

WHEREAS: we strive to be an antiracist organization by committing to a process of institutional restructuring based on analysis and by building a multicultural identity; and

WHEREAS: we strive to ensure the full participation of all people, including People of Color, by including their world view, culture and lifestyles; and by becoming allies with others in combatting all forms of social oppression; and

WHEREAS: Compass Consulting, a local minority owned business, has provided a proposal to assist with a diversity audit of Cleveland Heights-University Heights Public Library to assess the organization in terms of diversity, equity and inclusion. Additionally, the facilitation of a diversity, equity and inclusion plan by Compass Consulting will provide the overall road map for the library for
the next two years. The plan will delineate the necessary action steps and who is responsible for the steps, and

THEREFORE, BE IT RESOLVED that the Fiscal Officer be authorized to enter into a contract with Compass Consulting to and the timeline for a sum not to exceed $30,600 and to be completed by September 1, 2020.

Mr. Roosa asked if REI, that provided diversity training, could perform this work and Ms. Levin said the library has participated in all the training REI has. Ms. Iwamoto said she knows of Compass’ ability from her work with other organizations and she is very impressed with their staff.

Ms. Fluellen moved. Mr. Gerboc seconded. Resolution 64-2019 was approved by unanimous roll call vote.

RESOLUTION 65-2019
APPROVAL OF 2020-2022 STRATEGIC PLAN

BE IT RESOLVED: THAT THE Library Board of Trustees approves the 2020-2022 Strategic Plan.

Ms. DeNero-Ackroyd said the 2020-2022 Strategic Plan is a plan for the future and the library will keep the same focus areas and continue to reach out to the community. Mr. Mentrek said he appreciated the incorporation into the plan of all the notes from meetings.

Ms. Iwamoto moved. Ms. Fluellen seconded. Resolution 65-2019 was approved by unanimous consent.

FRIENDS REPORT
Ms. Levin reported the Friends Mega-Sale raised more than $12,000 and in addition to using the large meeting rooms for the first time they also had items for sale in the Levy meeting room.

PRESIDENT'S REPORT
Mr. Mentrek said he appreciated all the library trustees participating in the REI diversity training. He also said he is happy to see circulation numbers growing as Ms. Levin is reporting the library will reach more than 2,000,000 items circulated in 2019.

DIRECTOR’S REPORT
Ms. Levin reported:

New Trustees selected by Board of Education
The Cleveland Heights-University Heights Board of Education interviewed seven applicants and chose two to fill two open positions commencing in January 2020. Patti Carlyle of University Heights was chosen for the seven-year term and Gabe Crenshaw of Cleveland Heights was chosen for the remainder of Suzann Moskowitz’s term expiring at the end of 2022. Look for an article about these new trustees in the Heights Observer!

Managers and Trustees receive Equity training
On Dec. 4-5 a group of managers and trustees participated in the Racial Equity Institute Phase One training held at the University Heights Branch. The training reviewed the history of racism in the United States dating back to before the founding of our country in the 1600s. We also studied how power can be used to make change. The impact of this training will be felt as we act upon our Strategic Plan.

Social Justice in Libraries
Maggie Kinney and I attended the Public Library Association Social Justice and Public Libraries: Equity Starts with Us training in Toledo on Dec. 9-10. Following on the heels of our Racial Equity Institute Training, we brought the discussion back to what Public Libraries can do to foster equity.

**Heights Libraries approaching a milestone in Circulation**
The Heights Libraries will exceed 2 million item circulations sometime during the month of December. This threshold has never been crossed before. Some of these circulations are the result of automatic renewals for customers who keep their materials beyond the borrowing period as part of our fine free policy. About 9% of our circulation is the result of digital material borrowing which is steadily growing. Participating in the Clevnet consortium allows our customers to borrow widely from the 12-county area and for others in that area to borrow from us. Both of these types of borrowing are recorded as a circulation for Heights Libraries.

**Fund for the Future of Heights Libraries**
The foundation thanked and said farewell to four board members at its December meeting. Susan Janssen, Adaora Schmiedl, Esther Moss and Courtney Eaton have served the Foundation for six years.

We are always seeking new members for this board. Please contact Nancy Levin if you are interested.

**Friends book activities directly benefit the community:**
The excess books are going to:

- Cleveland Heights Jail
- Little Free libraries in the Heights
- a girls school in East Cleveland
- food and book distribution in East Cleveland
- Popeyes Chicken for a little free library in each of their 16 stores in Cleveland and Akron

**Waterproofing at Coventry Branch**
Construction has been delayed due to problems in securing the Building Permit. Coordination of drawings between the city and the contractor was one cause of the delay since pipes in the street do not necessarily correspond with current city drawings. The timeline will be adjusted and I will provide an update next month.

**Communication updates**
Communications team began work on a new newsletter aimed at caregivers of the 0-6 set, called Heights Little Learners, with input from the Youth Services Department. We have had more luck with enewsletters that go to smaller segmented audiences, and are looking forward to distributing this one in December or January. We also plan to create one just for adults.

The winter issue of Check Us Out went to print and arrived in mailboxes. This was our last issue at the 7” x 9” size; the spring issue will have a new, refreshed design and a larger size, 8.5” x 11”.

The Communications team promoted Small Business Saturday online and with fliers, and helped the day of the event.
The Communications team worked with the HR department to refresh the jobs and internships pages on the website, and to start making a video about working at the library, to be shared on social media and on the jobs page.

GOVERNMENT REPORT

Ms. Levin reported:

Refugee Services Committee

At its November meeting this community committee assisted the BCGC with finding a facility for its holiday fundraiser. We discussed the Cleveland Paradox Prize and other transportation issues for new immigrants. Mayor Roe has agreed to stay on the committee as a community member after her term of office expires.

Announcement for Trustees:

Library Trustees Training
March 7, 2020 @ 9:00 am – 3:45 pm
Quest Conference Center (North Columbus)
8405 Pulsar Pl

PUBLIC SERVICE REPORT

Ms. DeNero-Ackroyd reported:

- Adult Services - The 1619 Project is an initiative by the New York Times to observe the 400th anniversary of the arrival in America of the first enslaved people from West Africa. After a very successful discussion of the initiative in September, we continued with a second discussion on November 18th. Librarians John Piche and Kathy Farago, and Associate James Rogers led discussions on the economic legacy of slavery. A third discussion will be held January 27th.

- Circulation Services - We accepted 54 passport applications and took 61 photos, collecting $2,805.00.

- Continuing Education Department / Lee Road - Tech Trainer Alyse Giannotti offered the department’s popular 4-hour coding workshop for kids and their parents. All the kids registered were homeschooled and the parents knew one another. This made the class especially fun for the kids because they got to experiment and code with their friends. The kids were efficient enough in their coding activities that we took time at the end of class to explore other coding apps and games."

- Coventry Village Branch Coventry - partnered with the Coventry SID to promote Small Business Weekend on Coventry. Shoppers entered 240 raffle entries and enjoyed coffee and cookies.

- Noble Branch - Youth Services Librarian Mary Looby wrote an article recommending family read-aloud books for the CHUH Pre-K Family Newsletter.

- Special Projects - ULead @ Heights Libraries: With funds provided by the FRIENDS, the ULead team is assembling WIC Literacy Kit prototypes and educational materials. The team visited local museums and organizations in July to perform interviews and observe of successful models, and has received very positive feedback from the WIC office staff and
families. Special Projects is currently drafting an LSTA grant proposal (due Nov 15) for further project funding.

- University Heights Branch - November saw an increase in Outreach efforts. Youth Services Associates Catherine Bransky and Jade Walker (assisted by Youth Services Librarian Hannah Van Jura) started outreach back up at Garity preschool, where they visited 6 classrooms. More outreach is scheduled for December, with the re-addition of La Petite to our outreach roster!

- Youth Services - In November, Youth Services staff visited 7 preschools, daycares and schools to read stories to 207 children. Librarian Sarah Rosenberger visited Roxboro Junior High for the monthly lunchtime book club. Sarah and Colin Marshall also saw 96 Heights High students at their monthly TigerLab outreach.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**RESOLUTION 66-2019**

**RECOGNITION OF CHRIS MENTREK**

WHEREAS: Chris Mentrek served on the Cleveland Heights-University Heights Board of Library Trustees from January 2015 until December 2019; and

WHEREAS: he served on the Planning and External Relations committee as a member in 2015 and as Chair in 2017; and

WHEREAS: he served on the Operations Committee as a member in 2015 and as Chair in 2018; and

WHEREAS: he served on the Personnel Committee as Chair in 2016; and

WHEREAS: he served as Vice President in 2018 and as President in 2019; and

WHEREAS: he was the Board Liaison to the Fund for the Future of Heights Libraries in 2019; and

WHEREAS: Chris supported the Library as a volunteer for the Greater Cleveland Food Bank Produce Pantry, Refugee Services at the Noble Branch, Book Bike services, sporting costumes for children’s programs (most notably as the Mad Hatter) and by dropping in with snacks for the staff; and

WHEREAS: Chris updated us on celestial events including providing pairs of special sun viewing glasses for the solar eclipse of 2018; and

WHEREAS: Chris also supported a Strategic Plan that turned outward to the community and supported its aspirations; and

WHEREAS: Chris was a champion for civil rights, LGBTQ rights and serving the disenfranchised; and

WHEREAS: during his tenure on the Board, the University Heights Branch Library was totally remodeled much to satisfaction of Mr. Mentrek as a graduate of Wiley Middle School; and

NOW, THEREFORE: BE IT RESOLVED: that this Resolution of Tribute be spread upon the minutes.
Ms. Levin presented as a gift to Mr. Mentrek a puppet that looked remarkably like him with glasses and a beard. She said in addition to serving as a board member Mr. Mentrek has assisted at the mobile food pantry and many library programs and he will be missed.

Mr. Roosa moved. Ms. Fluellen seconded. Resolution 66-6019 was passed by a unanimous roll call vote.

RESOLUTION 67-2019
RECOGNITION OF SUZANN MOSKOWITZ

WHEREAS: Suzanne Moskovitz served on the Cleveland Heights-University Heights Board of Library Trustees from January 2016 until December 2019; and

WHEREAS: she served on the Operations Committee as a member in 2016; and

WHEREAS: she served on the Planning and External Relations committee as a member in 2017; and

WHEREAS: she served on the Personnel Committee in 2016; serving as Chair in 2018; and

WHEREAS: she served on the Board of Trustees as we renovated the University Heights Branch; and

WHEREAS: Suzanne called upon her legal mind to help us scrutinize wording and contracts; and

WHEREAS: she and her children volunteered on the Greater Cleveland Food Bank Pantry and the PEACE Park Cleanups; and

WHEREAS: she supported an independent library system which focuses on the needs of all customers especially children; and

NOW THEREFORE BE IT RESOLVED: that these words of recognition be spread upon the minutes.

Ms. Levin said even though Ms. Moskowitz was not able to attend she wanted to read the resolution thanking her for her service.

Mr. Gerboc moved. Mr. Turakhia seconded. Resolution 67-2019 was approved by unanimous consent.

Ms. Levin said she will have an update at the next meeting about the Coventry waterproofing project which has been delayed by weather. She said that the tenants from the Peace Campus met with State Rep. Sandra Williams and are asking for state funds for capital improvements and the tenants’ group will be at the January committee with members of the IFF staff to make a presentation on their feasibility study.

ADJOURNMENT

Mr. Turakhia moved. Mr. Mentrek seconded to adjourn the meeting at 7:37 p.m. The motion was approved by unanimous consent.