

**GRAFTON-MIDVIEW PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**ANNUAL ORGANIZATIONAL MEETING**

**January 12, 2021**

Vice President Angela Carter called to order the annual organizational meeting of the Grafton-Midview Public Library Board of Trustees via Zoom at 7:02 pm. Roll call: Angela Carter, John Dixon, Joe Urig, Evelyn Hemmingsen, and Ted Schriver. Library Director Adele Infante, Fiscal Officer Lorie Scheer, and Library staff member John Kenny also attended. Katie Gillespie was absent.

**Election of Board Officers for 2021**

John Dixon moved, and Ted Schriver seconded, to accept Resolution # 21-1-1 to approve the 2021 Board of Trustees Officers. With no other nominations, all voted aye. Motion carried.

The 2021 GMPL Board of Trustees Officers:

Joe Urig – President  
John Dixon – Vice President  
Evelyn Hemmingsen – Secretary

**Appointment of Fiscal Officer / Approval of Fiscal Officer Bond**

Evelyn Hemmingsen moved, and John Dixon seconded, to accept Resolution # 21-1-2 to approve the appointment of Lori Scheer as Fiscal Officer for 2021 at a salary of \$37,790 with a surety bond of \$10,000, effective from January 2021 to December 2021. All voted aye. Motion carried.

**Designation of Regular 2021 Meeting Dates**

Joe Urig moved, and Ted Schriver seconded to accept Resolution # 21-1-3 to approve the regular 2021 meetings on the second Tuesday of each month at 7:00 pm. The dates include February 9, March 9, April 13, May 11, June 8, July 13, August 10, September 14, October 12, November 9, and December 14. All voted aye. Motion carried.

**Committee Assignments for 2021**

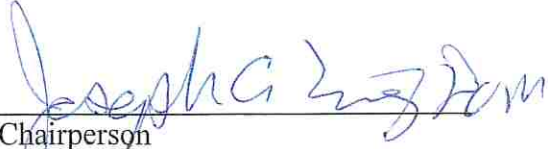
The Board discussed committee assignments for 2021. Joe Urig appointed board members and named chairs to the following committees:

Finance: Katie Gillespie (Chair), Evelyn Hemmingsen, and John Dixon  
Building: Ted Schriver (Chair), Joe Urig, and Katie Gillespie  
Personnel: Angela Carter (Chair), Evelyn Hemmingsen, and Ted Schriver

Social – John Dixon (Chair), Angela Carter, and new Board Member  
Planning – All Board Members

**Adjournment of Organizational Meeting**

With no additional action taken, Angela called for adjournment of the annual organizational meeting at 7:13 pm.

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Attest

**GRAFTON-MIDVIEW PUBLIC LIBRARY**  
**BOARD OF TRUSTEES REGULAR MEETING**

**January 12, 2021**

President Joe Urig called to order the regular meeting of the Grafton-Midview Public Library Board of Trustees via Zoom at 7:13 pm. Roll call: Angela Carter, John Dixon, Evelyn Hemmingsen, Joe Urig, and Ted Schriver. Library Director Adele Infante, Fiscal Officer Lorie Scheer, and Library staff member John Kenny also attended. Katie Gillespie was absent.

**Adjustments to the Agenda**

None

**Recognition of Visitors**

Joe Urig welcomed visitors to the meeting including Pam Myers, Maureen Stratton, Tami Mullins, Clare Gallaher, among others.

**Comments by the President**

Joe Urig expressed hopes for a better year in 2021.

**Public Comments**

Pam congratulated Joe Urig on becoming Board President in 2021.

**Regular Meeting Minutes**

Ted Schriver moved, and Angela Carter seconded to accept Resolution # 21-1-4, approving the minutes from the Board of Trustees Regular Meeting on December 8, 2021. All voted aye. Motion carried.

**Fiscal Officer's Report**

Fiscal Officer Lorie Scheer presented and reviewed the following financial reports at the meeting: Bank Report, Revenue Report, Expense Report, and Check Register for December. Discussion followed.

President Joe Urig stated the December 2020 financial reports were received, reviewed, and ready to file for audit.

### **Director's Report**

Adele Infante informed the Board about an email she received from the Director of the Lorain Public Library that provided an update on the plan to distribute the COVID-19 vaccine locally. Phase 1A included vaccines for long-term care facility staff and residents. Phase 1B is scheduled to begin soon. The GMPL building does not provide sufficient space to act as a vaccine site.

Adele provided an update on upcoming events in the Village after a recent conversation with Joe Price, the Village Administrator. The Memorial Day Parade and the Trash-To-Treasure events are on the schedule for this year. Two new residential developments are in the planning phase for the local area. The Village expressed interest in converting the Library driveway into four additional parking spaces.

Adele discussed her goals for the Library in 2021. The marketing plan includes more uniformity in promotional materials, using the same colors and logo consistently. The salary scale needs an update, and Adele intends to discuss this issue with Personnel Committee soon. As part of the strategic plan, the advocacy plan includes training for staff, volunteers, Friends, and Board members in becoming better advocates for the Library. The tech plan is expiring at the end of this year, and Adele plans to create a new three-year plan for the coming years. Discussion followed.

### **Planning Committee**

The former bowling alley property in Grafton is for sale and provides access to the Lorain County Metro Parks. Discussion followed.

The Building Committee plans to investigate the property further and report back at the February Board Meeting unless a more urgent decision presents itself.

### **Executive Session**

Joe Urig requested the Board move into the executive session at 8:03 pm.

Angela Carter moved, and John Dixon seconded, to accept Resolution # 21-1-5, to move into executive session to discuss trustee applicants. All voted aye. Motion carried.

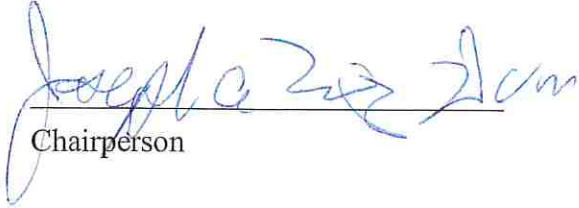
The Board returned from the executive session at 8:15 pm.

Angela Carter moved, and John Dixon seconded, to approve Resolution # 21-1-6, appointing Corey Heredos to the trustee vacancy. All voted aye. Motion carried.

John Dixon agreed to attend the next Midview school board meeting on January 27 at 6:30 pm.

**Adjournment**

Joe Urig called for adjournment of the regular meeting at 8:19 pm.

  
Chairperson

  
Attest