

**MEDINA COUNTY DISTRICT LIBRARY
MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING**

May 7, 2018

The Medina County District Library Board of Trustees met for a special meeting on Monday, May 7, 2018 at Lodi Library. With a quorum present, President Kate Dunlap called the meeting to order at 6:35 p.m.

Roll Call was taken with the following members noted as present: Kate Dunlap, Mary Schultz, Kyle White, Brad Rice, Mary Ogden, Linda Meyer and Ryan Carlson.

Library staff members in attendance: Carole Kowell, Director; Kelly Kroll, Fiscal Officer; Lisa Buzalka, Deputy Fiscal Officer and Tammy Nandras, Senior Administrative Assistant acting as recording secretary.

Guests in attendance were Nathan Havenner of Medina Gazette, Pete Buzalka and Ralph Kroll.

Approval of the Agenda—A motion to approve the agenda was made by Mr. Carlson. The motion was seconded by Ms. White and the agenda was approved unanimously.

A motion was made by Mr. Carlson to move into Executive Session for the purpose of considering the compensation of a public employee. The motion was seconded by Ms. Schultz and a roll call vote was taken with the following results: Mr. Carlson-aye, Ms. Meyer-aye, Ms. Ogden-aye, Mr. Rice-aye, Ms. Schultz-aye, Ms. White-aye and Ms. Dunlap-aye.

Executive session was entered at 6:37 p.m. with only trustees in attendance.

Regular session resumed at 7:37 p.m.

The trustees were asked to approve a paid administrative leave for departing Deputy Fiscal Officer Lisa Buzalka. Mr. Rice asked if all work related library property had been returned by Ms. Buzalka. All work related property had been returned and any passwords for accounts to which she had access had been changed.

Resolution 18-19: Upon a motion made by Mr. Rice and seconded by Mr. Carlson, the Medina County District Library Board of Trustees hereby approves the resignation of Lisa Buzalka, Deputy Fiscal Officer, effective 5/24/2018, places her on paid administrative leave through that date, and authorizes the Fiscal Officer to pay her through 5/24/2018 at her current standard hours of 37.5 per week and hourly rate of \$21.42. The motion was approved unanimously.

A motion was made by Mr. Carlson to move into Executive Session for the purpose of considering the investigation of a complaint against a public employee. The motion was seconded by Mr. Rice and a roll call vote was taken with the following results: Mr. Carlson-aye, Ms. Meyer-aye, Ms. Ogden-aye, Mr. Rice-aye, Ms. Schultz-aye, Ms. White-aye and Ms. Dunlap-aye.

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Executive session was entered at 7:39 p.m. with only trustees in attendance.

Regular session resumed at 8:22 p.m.

Ms. Dunlap announced that careful consideration had been given to the matter at hand and that all of the trustees were in agreement that, in the best interest of the library and in the spirit of good stewardship, no judgements would be made immediately. It was decided that a third party would be employed to meet with Ms. Buzalka, Fiscal Officer Kelly Kroll, Human Resources Manager Julie Carragher and Director Carole Kowell in an attempt to reach a conclusion that would be fair, impartial and amenable to all parties involved. Ms. Dunlap stated that she would provide the name of the chosen third party to Ms. Kowell by the end of the month.

Adjournment: Upon a motion made by Mr. Carlson and seconded by Ms. Schultz, the meeting was adjourned at 8:26 p.m. The motion was carried unanimously.

*Supporting documents are kept on file and are viewable at the Medina County District Library administrative office

NEXT BOARD MEETING
Monday, May 21, 2018 at 6:00 p.m. at Highland Library

Kate Dunlap- President

Mary Schultz– Secretary