

SHAKER HEIGHTS PUBLIC LIBRARY  
Board of Trustees  
Regular Meeting  
April 20, 2026

Attendance

Members Present: Dr. Barnard, Dr. Bynum, Ms. Cole-Kelly, Dr. Rogen, Ms. Tendulkar, Mr. Turner, Mr. Yépez

Staff Present: Ms. Ritchey, Ms. Smith, Implementation Team

Dr. Barnard called the regular meeting of the Shaker Heights Public Library Board of Trustees to order at 6:33 p.m. at the Main Library.

Roll Call: Dr. Barnard, Dr. Bynum, Ms. Cole-Kelly, Dr. Rogen, Ms. Tendulkar, Mr. Turner, Mr. Yépez

Presentation: Karen Carter, Shaker Heights Youth Center

Karen Carter, Executive Director, Shaker Heights Youth Center (SHYC) presented to the board the mission of the SHYC and the partnership between the Shaker Library and the SHYC, including Ms. Smith's current service on the Board.

President's Report

Dr. Barnard said there will be a Forward Together gathering at the end of month and she will provide an update next month.

Consent Agenda

- Approval of Minutes – March 16, 2026 Regular Meeting
- Financial Statements – March 31, 2026
- 2026 Budget Adjustment



2026-09 Dr. Bynum moved, and Ms. Cole-Kelly seconded the motion to accept the consent agenda items as submitted.

Roll Call: Ayes: Dr. Barnard, Dr. Bynum, Ms. Cole-Kelly, Dr. Rogen, Ms. Tendulkar, Mr. Turner, Mr. Yépez

Nays: None. Motion carried.

### Director's Report

#### A. Director's Written Report

Ms. Smith shared the director's written report.

#### B. Board Policies, First Review: Service Area and Governance; Senior Person Responsibilities; Meeting Rooms; Recruitment and Use of Volunteers.

Ms. Smith requested approval of the draft policies.

2026-10 Mr. Turner moved, and Ms. Tendulkar seconded the motion to approve the Service Area and Governance; Senior Person Responsibilities; Meeting Rooms; Recruitment and Use of Volunteers policies as presented.

Roll Call: Ayes: Dr. Barnard, Dr. Bynum, Ms. Cole-Kelly, Dr. Rogen, Ms. Tendulkar, Mr. Turner, Mr. Yépez

Nays: None. Motion carried.

#### C. Board Policy, First Review: Credit Card Policy, First Review.

Ms. Ritchey said Credit Card Policy applies to all credit cards and other lines of credit (including the library's Amazon account) issued to the library and its staff in accordance with Ohio Revised Code 3375.392. Currently the library does not have any physical credit cards for staff use. Instead, staff use procurement cards, which are governed by the Procurement Card Policy.

2026-11 Dr. Rogen moved, and Dr. Bynum seconded the motion to approve the Credit Card policy as presented.

Roll Call: Ayes: Dr. Barnard, Dr. Bynum, Ms. Cole-Kelly, Dr. Rogen, Ms. Tendulkar, Mr. Turner, Mr. Yépez

Nays: None. Motion carried.

### New Business

#### A. Personnel Action

Promotion:

Anna Marshall, Youth Services Librarian, full-time, level 22 to Interim Youth Services Manager, full-time, level 24, effective 3/2/2026

End of Employment:

Gary Harris, Safety & Security Manager, full-time, level 24, effective 3/25/2026

B. Other New Business

None.

Adjournment

Since there was no further business to discuss, Mr. Turner moved, and Ms. Tendulkar seconded the motion to adjourn the regular board meeting at 6:58 p.m. and trustees unanimously agreed. The next regular meeting of the Shaker Heights Public Library Board of Trustees is scheduled for Monday, May 18, 2026, at 6:30 p.m.

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Laura Barnard, President

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Susan Ritchey, Fiscal Officer

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Rajani Tendulkar, Secretary