

2021 August Board of Trustees Meeting  
Monday, August 9, 2021, 6:00PM  
West River Branch, Miller Room

**Trustees Present:** Kaleena Whitfield, President; Rhonda Smith, Vice President; Ray Armstrong Jr., Secretary; Gerald Crum, Dr. Patricia Schrull, Melissa Clifford, Debby Kroupa, Sam Battle.  
**Absent:** Dr. Chad Vickers, Jessica Schneider

**Staff Present:** Lyn Crouse, Rob Schirhart, Frank Szuch, Terri Miller, Danielle Coward, Ginette Laraway, Jen Harmon, Kathy Runser, Tammy Collins, Rondra Davis

**Visitors Present:** Laina Yost, Chronicle Telegram; Dan Petticord, Lorain County Assistant Prosecutor

1. **Call to Order:** Ms. Whitfield called the meeting to order at 6:01pm.
2. **Welcome of Attendees:** Ms. Whitfield
3. **Public Hearing of Visitors:** Ms. Whitfield
4. **Consent Agenda Items:**
  - a. Approval of July 12, 2021, Meeting Minutes
  - b. Approval of July 22, 2021, Special Meeting Minutes
  - c. Personnel Actions: None
  - d. Memorials/Donations

Craig & Mary Hillegas	\$50.00	in memory of Phyllis Thomin
Jan & Bill Pearce	\$25.00	in memory of Maureen Grady
Sharon Kaplan	\$35.00	in memory of Bill Tattersall

**Resolution #81.21:** On the motion of Rhonda Smith, seconded by Melissa Clifford, the board unanimously agreed to approve the Consent Agenda Items.

5. **Fiscal Officer's Report:** Mr. Schirhart

2021 Permanent Budget was approved at the March 2021 meeting. An Amended permanent budget is required if the appropriations have changed since the permanent budget was adopted. With the addition of the Elyria Arts Block Grant, the library is required to submit an amended appropriation with the Lorain County Auditor.

**Resolution #82.21:** On the motion of Dr. Patricia Schrull, seconded by Ray Armstrong Jr., the board unanimously agreed to amend the 2021 Permanent Operating Budget for the Elyria Public Library System.

**Resolution # 83.21:** On the motion of Debby Kroupa, seconded by Melissa Clifford, the board unanimously agreed to approve the Fiscal Officer's Report.

6. **Director's Report:** Ms. Crouse

A. Building updates:

- New Central received temporary occupancy permit on July 23<sup>rd</sup>, 2021
- Washington Avenue building closed July 31, 2021.
- August 2, 2021, moved administration, Central Circulation, Central Children's, and Central Reference items into the new building.
- Collection move began August 4<sup>th</sup>, 2021, and could take up to 2 weeks
- Continue to experience back orders and delays on multiple items
- Furniture order will be delivered on August 12<sup>th</sup>, 2021
- Elyria Friends are planning to hold big book sale at Washington Avenue from September 8<sup>th</sup> through 11<sup>th</sup>. After sale, we will hold a public auction to clear remaining contents to be ready for disposal of property.

B. Handprint Tiles: Delivered first batch of handprint tiles to the pottery for glazing, will continue to provide tile making sessions at South branch by appointment.

C. August 21<sup>st</sup> from 1:00pm to 3:00pm, West River and South branches will be hosting a drive-thru school supply giveaway/vaccination event. Lorain Public Library will be hosting an event at two sites as well. People should pre-register by calling the United Way help line at 211 or the Lorain County Urban League at 440-323-3364.

D. Lorain County Digital Inclusion Coalition has received a grant which will benefit our patrons who live in Wilkes Villa and Colonial Oaks communities.

Ms. Kathy Runser, Deputy Director, spoke about the grant specifics:

- The LCDIC will provide the Fiber and the library will provide the modems for patron's homes that need connectivity.
- EPLS is currently working with Grafton Midview Public Library on the grants to make this project a joint effort for our communities.
- The service will cost patrons \$15.00 a month.

E. Ohio Library Council on Covid

- Delta Variant of Covid-19 is spreading, mostly among the not vaccinated.
- The CDC is recommending the areas with high or substantial rates of virus transmission wear masks in indoor public settings regardless of whether they've been vaccinated.
- Lorain County is classified as "substantial"
- There are no restrictions from the Lorain County Health department. We are continually monitoring the situation and encouraging staff to continue practicing the COVID protocols that we know work.
- As of today, we are not mandating masks for staff or patrons, although it is encouraged.
- Our sneeze guards will remain in place for now.

F. Keystone Grand Opening Celebration will be Saturday, August 14<sup>th</sup>, 2021, from 2pm to 5pm. Library will provide snacks, games, crafts, tours, and pony rides.

G. Statue is scheduled to be installed next week. Base and electricity is in place. When finished the statue will be 15 ft. tall and weighs almost a ton. Done by local artist.

**Resolution #84.21:** On the motion of Ray Armstrong Jr., seconded by Gerald Crum, the board unanimously agreed to approve the Director's Report.

7. **President's Report:** Ms. Whitfield handed out Capsule information forms for Board Members. Due next month.

8. **Committee Reports:**

**Friends of EPLS:** no report

**Friends of EPLS Keystone:** Ms. Crouse spoke for Keystone friends. On Saturday, August 14<sup>th</sup>, at 6:00pm in Lion's Park, Lagrange, the Friends will be showing an outdoor movie night, after the Keystone Grand Opening Celebration.

**Elyria Public Library Foundation:** Rhonda Smith spoke for group. They will be losing a member, Cherie Fabian. She will be moving. Barry Hubbard will be taking her place as Treasurer. He plans on being involved in the group.

**AD HOC Committee:** no report

**Resolution #85.21:** On the motion of Ray Armstrong Jr., seconded by Debby Kroupa, the board unanimously agreed to approve the Committee Reports.

9. **Old Business:** MOU Arts Council

**Resolution #86.21:** On the motion of Sam Battle, seconded by Melissa Clifford, the board unanimously agreed to take from table the MOU Arts Council motion.

**Resolution #87.21:** On motion of Rhonda Smith, seconded by Debby Kroupa, the board unanimously agreed to execute a Memorandum of Understanding with the Elyria Arts Council.

10. **New Business:**

Discuss & Consider: Motion to approve the Elyria Public Library System Exhibit Policy.

Discussion about language in policy about purchasing art. Under Conditions of Exhibition, 7<sup>th</sup> bullet point, "*how to purchase items*" will be changed to "*contact the appropriate individual. No pricing information may be displayed.*"

**Resolution #88.21:** On the motion of Debby Kroupa, seconded by Rhonda Smith, the board unanimously agreed to approve the Elyria Public Library System Exhibit Policy, with amendment revision.

11. **Executive Session:**

Discuss & Consider: To consider the appointment, employment, dismissal, discipline, promotion, or compensation of a public employee or official.

Discuss & Consider: Pending Litigation

**Resolution #89.21:** On the motion of Rhonda Smith, seconded by Debby Kroupa, the board unanimously agreed to go into executive session, by roll call vote at 6:37pm.

**Resolution #90.21:** On the motion of Sam Battle, seconded by Dr. Patricia Schrull, the board unanimously agreed to come out of executive session, by roll call vote on 8:04pm.

**12. Adjournment**

**Resolution #91.21:** On the motion of Dr. Patricia Schrull, seconded by Sam Battle, the board unanimously agreed to adjourn at 8:07pm.

Next Board Meeting will be on Monday, September 13<sup>th</sup>, 2021, at 6:00pm.  
Minutes approved for August 9<sup>th</sup>, 2021, as submitted at the September 13<sup>th</sup>, 2021, Board Meeting.

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President

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Secretary

(RLD)