

2021 September Board of Trustees Meeting
Monday, September 13, 2021, 6:00PM
West River Branch, Miller Room

Trustees Present: Rhonda Smith, Vice-President, Gerald Crum, Sam Battle, Melissa Clifford, Dr. Chad Vickers, Jessica Schneider

Absent: Kaleena Whitfield, Ray Armstrong Jr., Dr. Patricia Schrull, Debbie Kroupa

Staff Present: Lyn Crouse, Rob Schirhart, Kathy Runser, Frank Szuch, Dennis Waite, Terri Miller, Jen Harmon, Tanya White, Rondra Davis

1. **Call to Order:** Ms. Smith called meeting to order at 6:00pm.

2. **Welcome of Attendees:** Ms. Smith welcomed Attendees.

3. **Public Hearing of Visitors:** Ms. Smith

4. **Consent Agenda Items:**

a. Approval of August 9, 2021, Meeting Minutes

b. Personnel Actions:

New Hire: Micheal McConnell, FT Outreach/ Bookmobile Librarian

Resignation: Adam Matthews, PR/ Marketing Manager

c. Memorials/Donations

Sesock Family	\$30.00	in memory of Nancy & Sam Ellan
Robert & Sandra Rieth	\$100.00	General Donation
Joan Fitzgerald	\$20.00	General Donation

Resolution #92.21: On the motion of Gerald Crum, seconded by Melissa Clifford, the board unanimously agreed to approve the consent agenda items.

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

- EPLS has received 2nd half 2020 real estate tax from the county auditor.
- EPLS has received 2nd half homestead payment from the state.
- The post audit meeting was held on Wednesday August 8th. The audit is now complete and awaiting the Auditor's Office to release the report to the public.

Resolution #93.21: On the motion of Sam Battle, seconded by Jessica Schneider, the board unanimously agreed to approve the Fiscal Officer's Report.

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

Central:

- Final inspection by the city building department was completed on 9/9/21.
- Received big delivery of furniture from Ohio Desk
- Outdoor bulletin and plaza bench seats have arrived.
- Collection is relocated from Washington Avenue to the new Central
- Foundation tile and ceramic tile projects are complete.
- No ETA on our outdoor lockers, 100" whiteboard, 24 PC's and 4 iPads.
- Finalizing donor plaques
- Private preview reception for donors is scheduled for Friday, Oct. 1st
- Elyria Friends book sale was held September 8th through 11th.
- Public auction scheduled for remainder of the Central contents on September 25th.
- Buyer for 320 Washington Avenue has indicated he is open to closing as soon as we are ready.
- Grand Opening is scheduled for Saturday, October 2nd at 10:00am.

South:

- The 95% drawing set is completed for the South Branch buildout project and was approved by design review. RFC will start preparing scopes of work and securing bids for the project.
- Owner's Rep contract with RFC expires September 5th, 2021. There is no need for an extension.
- Going to delay opening Sunday hours, we are short-staffed by 10 employees.
- Staff Day is scheduled for September 7th.

Resolution #94.21: On the motion of Gerald Crum, seconded by Dr. Chad Vickers, the board unanimously agreed to approve the Director's Report.

7. **President's Report:** None

8. **Committee Reports:**

Friends of EPLS: As of Saturday morning, \$6000.00 has been raised so far for book sale.

Friends of EPLS Keystone: none

Elyria Public Library Foundation: Looking forward to Grand Opening, happy to help with anything we need.

AD HOC Committee: Director's Search Committee has closed the applicant's window. Moving forward with setting up interviews for the 23 qualified applicants.

Resolution #95.21: On the motion of Melissa Clifford, seconded by Gerald Crum, the board unanimously agreed to approve the Committee Reports.

9. **Old Business:** none

10. **New Business:** none

11. **Executive Session:**

Discuss & Consider: Personnel-matters as permitted by Law.

Resolution #96.21: On the motion of Sam Battle, seconded by Gerald Crum, the board unanimously agreed to go into executive session, by roll call vote at 6:30pm.

Resolution #97.21: On the motion of Sam Battle, seconded by Jessica Schneider, the board unanimously agreed to come out of executive session, by roll call vote at 6:30pm.

Resolution #98.21: On the motion of Gerald Crum, seconded by Sam Battle, the board unanimously agreed to allow Lyn Crouse to extend her retirement date until November 5th, 2021.

12. Adjournment

Resolution #99.21: On the motion of Melissa Clifford, seconded by Dr. Chad Vickers, the board unanimously agreed to adjourn the meeting at 6:40pm.

Next Board meeting will be on October 11th, 2021, at 6:00pm at the New Central Branch, Rotary room. Minutes approved for September 13th, 2021, meeting, as submitted at the October 11th, 2021, Board Meeting.

President

Secretary

(RLD)