

2021 June Board of Trustees Meeting

Mon, Jun 14, 2021, 6:00 PM Hybrid

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

Staff Present: Lyn Crouse, Rob Schirhart, Kathleen Runser, Terri Miller, Jen Harmon, Debbie Krejsa, Meghan Haar, Rondra Davis

Visitors: Celeste Brlas, Karen Miller

1. **Call to Order:** Ms. Whitfield called the meeting to order at 6:03pm
2. **Welcome of Attendees:** Ms. Whitfield
3. **Introduction of New Board Members:** Ms. Whitfield
Two New Board Members: Dr. Chad Vickers, Clinical Psychiatrist and Nurse Practitioner; and Jessica Schneider, mother of three, Midview Middle School Math Teacher, and owner of a chic flower business.
Both are very involved in the community, and the Board is very excited to have both as members.
4. **Re-election of Board members:** Melissa Clifford, Rhonda Smith, and Dr. Patricia Schrull
Ms. Whitfield conducted the roll call vote for each members re-election. Terms expired, all agreed to continue to serve.

Resolution #56.21: By roll call vote, the board unanimously agreed to approve the re-election of Melissa Clifford as a Board Trustee. Her term will end May of 2025.

Resolution #57.21: By roll call vote, the board unanimously agreed to approve the re-election of Rhonda Smith as the Vice President of the Board of Trustees. Her term will end July of 2025.

Resolution #58.21: By roll call vote, the board unanimously agreed to approve the re-election of Dr. Patricia Schrull as a Board Trustee. Her term will end July of 2025.

5. **Public Hearing of Visitors:** Ms. Whitfield

6. **Consent Agenda Items:**

- a. Approval of May 10, 2021, meeting minutes

b. Personnel Actions:

Appointments: Hannah Schuetz, PT Library Tech II, Central
Alyssa Butcher, PT Library Tech II, Keystone
Chris Stuehr, PT Assistant Librarian, Central
Jill Simonson, PT Library Tech II, Keystone

Resignations: Alyssa Butcher, PT Library Tech II, Keystone

c. Memorials / Donations:

OUR FAMILY	\$400.00	Summer Reading Program
Alan & Lois Porter	\$100.00	in memory of Phyllis Thomin
Gwen & Marc Mathews	\$100.00	in memory of Phyllis Thomin
Daine V. Denkmann	\$50.00	in memory of Phyllis Thomin
John & Kathleen Glowacki	\$50.00	in memory of Phyllis Thomin
Claudia & Donald Wiebold	\$50.00	in memory of Phyllis Thomin
Greenly Family	\$50.00	in memory of William Wiehe
Thomas & Annette Parker	\$50.00	in memory of Phyllis Thomin
Sue Lyndes	\$30.00	in memory of Matt Chalmers
Charles Holtzman	\$1000.00	in memory of Bonnie Holtzman

Resolution #59.21: On the motion of Melissa Clifford, seconded by Dr. Patricia Schrull, the board unanimously agreed to approve the consent agenda items.

7. Fiscal Officer's Report: Mr. Schirhart

Motion for Fund-to-Fund Transfer: Funds received from the county auditor; proceeds collected from real estate taxes from the bond levy. These funds are to pay the interest of the bonds due June 1st, 2021.

Resolution #60.21: On the motion of Dr. Patricia Schrull, seconded by Sam Battle, the board unanimously agreed to approve a Fund-to-fund transfer from General Fund 101.001.59999 to Debt Service 301.000.49999 in the amount of \$293,306.25.

Resolution #61.21: On the motion of Rhonda Smith, seconded by Dr. Patricia Schrull, the board unanimously agreed to approve the Fiscal Officer's report.

8. Director's Report: Ms. Crouse

- According to the State Attorney General's office, the ruling permitting remote meetings of public bodies is going to expire on June 30, 2021. This will be last hybrid/virtual meeting. July's meeting will be held in person unless the legislature acts.
- Thanks to the most recent newsletter, additional donations toward naming rights and the Helping Hands handprint tiles have come in. Dates for patrons to do a handprint tile at Keystone and at one of the Elyria branches will be scheduled soon.

- The Memorandum of Understanding relating to the build out of the South Branch shell space in collaboration with Lorain County Community Action Agency has been reviewed by legal counsel for both sides.
- EPLS and LCCAA have agreed on a layout for the Community Garden at the South Branch that provides the best use of space for both the library and the garden. Prep work and installation of the garden have been delayed by the weather.
- Summer Reading is under way, with 118 people in attendance at the live kick-off event. The staff was thrilled to have families attending programming at the library again.
- Currently, plans for closing the existing Central and moving into the new building are uncertain. It would be feasible to return to full hours at the other branches by using Washington Avenue staff when it closes. Hiring will continue so that we will be at full strength when the new Central opens. The bookmobile will return to service as soon it is fully staffed, and should be available in plenty of time for the new school year. Over the summer, it can service neighborhood and lobby stops.
- Our belated 150th anniversary celebration will take place this year. A staff committee has been formed and is looking forward to input from the library Board, Foundation and Friends. The Library Foundation and the Elyria Friends have committed to helping financially and as needed in person. At this time, our projected opening ribbon-cutting and community event is anticipated to take place on Saturday, October 2nd.
- Board would like to volunteer to help with belated 150th anniversary and grand opening. Planning a belated Keystone Grand Opening for late summer was discussed.

Resolution #62.21: On the motion of Gerald Crum, seconded by Sam Battle, the board unanimously agreed to approve the Director's report.

9. **President's Report:** Ms. Whitfield

Ms. Whitfield introduced Karen Miller, President of BradburyMiller Associates to assist Board of Trustees in the Director's Search. Ms. Miller is an Ohio native, with 25 years Librarian experience and 8 years as a recruiter. The Director's Search committee has a meeting on June 17th, 2021, to discuss tentative timeline.

Resolution #63.21: On the motion of Sam Battle, seconded by Gerald Crum, the board unanimously agreed to approve the President's report.

10. **Committee Reports:**

Friends of EPLS: Celeste Brlas, President of Friends of the Elyria Public Library reported the children's book sale on 6/5/2021 was a success. Took 2 days to set up, 308 baker &

Taylor full boxes of children's books. They had 46 volunteers and made \$800.00 on the sale.

Friends of EPLS Keystone: none

Elyria Public Library Foundation: Rhonda Smith, Vice President for the Elyria Public Library Foundation, reported they hope to be able to add 2 more board members to their group. Foundation expressed interest in any way they could help with 150th/ Grand Opening celebration.

AD HOC Committee: none

Resolution #64.21: On the motion of Gerald Crum, seconded by Sam Battle, the board unanimously agreed to approve the Committee reports.

11. Old Business: none

12. New Business:

Discuss & Consider:

Naming Rights Pledge – Thomin: \$800.00 pledged for teen books at the New Central branch. Memorial monies in memory of Phyllis Thomin. This will be acknowledged with a plaque on the shelving end panel in teen section.

Resolution #65.21: On the motion of Dr. Patricia Schrull, seconded by Rhonda Smith, the board unanimously agreed to approve the Naming Rights Pledge for \$800.00 from Thomin.

Discuss & Consider:

Naming Rights Pledge – Thomin: \$1000.00 pledge for flagpole at New Central branch, in memory of parents, Calvin & Phyllis Thomin.

Resolution #66.21: On the motion of Rhonda Smith, seconded by Gerald Crum, the board unanimously agreed to approve the Naming Rights Pledge for \$1000.00 from Thomin.

Discuss & Consider:

Naming Rights Pledge – Ennes: One time gift of \$3500.00 from Karen and Dave Ennes for children's bin shelving in Honor of their daughter, and a bench seat in adult section in memory of her parents.

Resolution #67.21: On the motion of Melissa Clifford, seconded by Dr. Patricia Schrull, the board unanimously agreed to approve the Naming Rights Pledge for \$3500.00 from Ennes.

13. Executive Session: none

14. Adjournment:

Resolution #68.21: On the motion of Gerald Crum, seconded by Melissa Clifford, the board unanimously agreed to adjourn at 6:55pm.

The next meeting will be Monday, July 12th, 2021, at 6:00pm.

Minutes approved for June 14th, 2021, as submitted at the July 12th, 2021, Board meeting.

President

Secretary

(RLD)