

EPLS Board of Trustee

Meeting Minutes

August 8th, 2022, 6:00pm

Central Branch Rotary Room

Trustees Present: Debbie Kroupa; President, Rhonda Smith; Vice President; Jessica Schneider,
Dr. Patricia Schrull, Melissa Clifford, Ray Armstrong Jr., Sam Battle

Absent: Dr. Chad Vickers

Staff Present: Jennifer Starkey; Director, Rob Schirhart; Fiscal Officer, Kathy Runser,
Terri Miller

Visitor: Celeste Brlas

Call to Order: Ms. Kroupa called the meeting to order at 6:03pm

1. **Welcome of Attendees:** Ms. Kroupa

2. **Public Hearing of Visitors:** Ms. Kroupa

3. **Consent Agenda Items:**

a. **Approval of July 11, 2022, monthly meeting minutes**

b. **Personnel Actions:** Aimee Adams, South Branch, Manager

c. **Memorials/Donations:**

Kasper, Crane, McKitrick, Myor & Malloy Families	\$150.00	Memorial for Carol Sparks
Kristen Dill	\$35.30	Unrestricted Donation

Resolution #73.22: On the motion of Sam Battle, seconded by Dr. Patricia Schrull, the board unanimously agreed to approve the Consent Agenda Items.

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

- StarOhio interest rates continue to climb. Average for July was 1.63%

Motion to approve participating in the Ohio Co-operative Purchasing Program.

Resolution #74.22: On the motion of Rhonda Smith, seconded by Dr. Patricia Schrull, the board unanimously approved the participation in the Ohio Co-operative Purchasing Program.

Resolution #75.22: On the motion of Jessica Schneider, seconded by Ray Armstrong Jr., the board unanimously approved the Fiscal Officer's Report.

5. Director's Report: Ms. Starkey

Building updates

- The bookmobile will be serviced for the air conditioning units. The units will need to be replaced
- West River Parking lot bid will be advertised soon
- West River foyer tile is being replaced at no cost to the library. During the renovation project, Library Design brought in heavy equipment and damaged the tile. The work will take place on Aug 16th & 17th. Patrons will be alerted.
- The new EWOC tech vehicle delivery date, initially set for September has been moved back to November. All finishing decisions have been finalized and the orders for technology are in process. Job descriptions are being drafted. Director will present more details at a future board meeting to provide an overview of vehicle capabilities, staffing and programming plans.

Strategic planning

- Community focus group survey completed, comprised of a set of more in-depth questions seeking free text responses
- A committee of administrators, board, and staff begin discussions on August 24th
- Reminder: August Board Strategic Planning Focus Group session is Tues August 9 in Person 6-7:15pm at Central Library

Summer Reading Program Stats

- Children: 620 registered, 280 logged books, Reading: 372,482 minutes; Teens: 112 registered, 46 logged 587 books; Adults: 312 registered, 156 logged 2,302 books
- Next summer theme "All Together Now", kindness/friendship/unity

Resolution #76.22: On the motion of Rhonda Smith, seconded by Sam Battle, the board unanimously approved the Director's Report.

6. President's Report: Ms. Kroupa

- Added a new folder on Teams for Non-profit Leadership Lab, filled with resources for Board's, including recruitment and development
- Discussed recruiting new Board members
- Discussed the Board survey for the Strategic Plan meeting on August 9th

Resolution #77.22: On the motion of Dr. Patricia Schroll, seconded by Ray Armstrong Jr., the board unanimously approved the President's Report.

7. Committee Reports:

Friends of EPLS: Ms. Brlas spoke on behalf of the Friends of EPLS. The annual book sale is September 13th – September 16th at St. Johns Church. Last book donation date is Friday, September 2nd

Friends of EPLS Keystone: No report

Elyria Public Library Foundation: Ms. Smith spoke on behalf of the Foundation. Next meeting will be Tuesday, August 16th.

AD HOC Committee: No report

Resolution #78.22: On the motion of Jessica Schneider, seconded by Dr. Patricia Schrull, the board unanimously approved the Committee Reports.

8. Old Business: none

9. New Business:

- a. Motion to approve the *Lost Library Materials* policy

Resolution #79.22: On the motion of Rhonda Smith, seconded by Ray Armstrong Jr., the board unanimously approved, by roll call vote, the *Lost Library Materials* policy.

ROLL CALL VOTE	YES	NO	ABSTAIN	Absent
Debbie Kroupa	X			
Rhonda Smith	X			
Dr. Chad Vickers				X
Sam Battle	X			
Melissa Clifford	X			
Ray Armstrong Jr.	X			
Dr. Patricia Schrull	X			
Jessica Schneider	X			

- b. Motion to approve updated *Public Records* policy

Resolution #80.22: On the motion of Rhonda Smith, seconded by Ray Armstrong Jr., the board approved, by roll call vote, the updated *Public Records* policy.

ROLL CALL VOTE	YES	NO	ABSTAIN	Absent
Debbie Kroupa	X			
Rhonda Smith	X			
Dr. Chad Vickers				X
Sam Battle	X			
Melissa Clifford	X			
Ray Armstrong Jr.	X			
Dr. Patricia Schrull	X			
Jessica Schneider	X			

- c. Motion to accept the resignation of Melissa Clifford from the EPLS Board

Resolution #81.22: On the motion of Ray Armstrong Jr., seconded by Jessica Schneider, the board approved, by roll call vote, the resignation of Melissa Clifford.

ROLL CALL VOTE	YES	NO	ABSTAIN	Absent
Debbie Kroupa	X			
Rhonda Smith	X			
Dr. Chad Vickers				X
Sam Battle		X		
Melissa Clifford			X	
Ray Armstrong Jr.	X			
Dr. Patricia Schrull	X			
Jessica Schneider	X			

- d. Motion to extend Debbie Kroupa’s Board membership for an additional 4-year term expiring 8/31/2026

Resolution #82.22: On the motion of Rhonda Smith, seconded by Sam Battle, the board approved, by roll call vote, to extend Debbie Kroupa’s Board membership.

ROLL CALL VOTE	YES	NO	ABSTAIN	Absent
Debbie Kroupa			X	
Rhonda Smith	X			
Dr. Chad Vickers				X
Sam Battle	X			
Melissa Clifford				X
Ray Armstrong Jr.	X			
Dr. Patricia Schrull	X			
Jessica Schneider	X			

10. Motion to enter into Executive Session to discuss collective bargaining matters

Resolution #83.22: On the motion of Jessica Schneider, seconded by Ray Armstrong Jr., the board approved, by roll call vote, to enter into Executive Session at 6:49pm

ROLL CALL VOTE	YES	NO	ABSTAIN	Absent
Debbie Kroupa	X			
Rhonda Smith	X			
Dr. Chad Vickers				X
Sam Battle	X			
Melissa Clifford				X
Ray Armstrong Jr.	X			
Dr. Patricia Schrull	X			
Jessica Schneider	X			

11. Motion to reconvene from Executive Session

Resolution #84.22: On the motion of Rhonda Smith, seconded by Sam Battle., the board approved, by roll call vote, to reconvene from Executive Session at 7:18pm

ROLL CALL VOTE	YES	NO	ABSTAIN	Absent
Debbie Kroupa	X			
Rhonda Smith	X			
Dr. Chad Vickers				X
Sam Battle	X			
Melissa Clifford				X
Ray Armstrong Jr.	X			
Dr. Patricia Schrull	X			
Jessica Schneider	X			

12. Adjournment:

Resolution #85.22: On the motion of Ray Armstrong Jr., seconded by Sam Battle, the board unanimously approved to adjourn the meeting at 7:20pm.

Next Board Meeting will be held on Monday, September 12th, 2022, at 6:00pm in the Rotary Room at the Central Library. Minutes of August 8th, 2022, Board Meeting are approved.

President

Secretary

(RTS)