

EPLS Board of Trustee
Meeting Minutes
July 11th, 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., Kaleena Whitfield, Sam Battle

Absent: Dr. Chad Vickers

Staff Present: Jennifer Starkey; Director, Rob Schirhart; Fiscal Officer, Kathy Runser, Jen Harmon, Ginette Laraway

Visitor: Wendy Zwaduk; President of EPLS Friends of Keystone

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

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

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

4. **Consent Agenda Items:**

a. **Approval of June 13, 2022, monthly meeting minutes**

b. **Personnel Actions:** Elizabeth Klanac, South Branch, Lib. Tech II

c. **Memorials/Donations:**

Debra Lewis	\$100.00	in memory of Carol Federanich
Mr. & Mrs. Harris	\$25.00	in memory of Carol Federanich

Resolution #64.22: On the motion of Dr. Patricia Schrull, seconded by Ray Armstrong Jr., the board unanimously agreed to approve the Consent Agenda Items.

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

- Nexus Gas distribution issues are still unresolved.
- On August 22, 2022, the Library will have audit with Bureau of Workers Compensation
- Selective Insurance has raised their rates.

Motion to approve the 2023 Annual Tax Budget of Estimated Revenues and Expenditures.

Resolution #65.22: On the motion of Sam Battle, seconded by Melissa Clifford, the board unanimously approved the 2023 Annual Tax Budget of Estimated Revenues and Expenditures.

Resolution #66.22: On the motion of Dr. Patricia Schrull, seconded by Ray Armstrong Jr., the board unanimously approved the Fiscal Officer's Report.

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

PLF Fund distribution in Lorain County

- Discussion of June meeting with Board representatives and outcome
- Discussion of proposed resolution text

Building updates

- West River Parking lot bid
- Taylor St. new conference room

Strategic planning

- Community survey responses
- Forming a committee of administrators, board, and staff
- Reminder: August Board Strategic Planning Focus Group session is Tues August 9 in Person 6-7:15pm at Central Library

Labor negotiations to begin in August, current contract ends Sep 30

- Wage comparisons are generally tracking around the median for NEO-RLS data
- Employee health costs comparative analysis with NEO-RLS data
- EPLS is below the 25th percentile for coverage of employer share for Family and Individual coverage

Central parking lot

- Parking lot is completed
- City is responsible for snow removal, landscaping, and lighting
- PR Department will do a splash about parking for patrons

Resolution #67.22: On the motion of Ray Armstrong Jr., seconded by Dr. Patricia Schrull, the board unanimously approved the Director's Report.

7. **President's Report:** Ms. Kroupa

Work on TEAMS files are ongoing

Put Aug. 9th at 6pm on calendar for Focus Group

Resolution #68.22: On the motion of Jessica Schneider, seconded by Ray Armstrong Jr., the board unanimously approved the President’s Report.

8. Committee Reports:

Friends of EPLS: Ms. Starkey spoke on behalf of the Friends of EPLS. The annual book sale is September 13th – September 16th at St. Johns Church.

Friends of EPLS Keystone: Ms. Zwaduk spoke on behalf of the Friends of EPLS Keystone. Friends tree is not done yet, is tabled until August.

Working with the Library for School Supplies Backpack giveaway.

Elyria Public Library Foundation: Ms. Smith spoke on behalf of the Foundation. Next meeting will be Tuesday, July 12th, 2022.

AD HOC Committee: none

Resolution #69.22: On the motion of Sam Battle, seconded by Dr. Patricia Schrull, the board unanimously approved the Committee Reports.

9. Old Business: none

10. New Business:

- a. Motion to approve 2023 Lorain County Public Library Fund Distribution Resolution, Four Year Phase In

Resolution #70.22: On the motion of Dr. Patricia Schrull, seconded by Rhonda Smith, the board unanimously approved, by roll call vote, the 2023 Lorain County Public Library Fund Distribution Resolution, Four Year Phase In.

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

b. Motion to approve updated Child Protection Policy

Resolution #71.22: On the motion of Rhonda Smith, seconded by Ray Armstrong Jr., the board approved, by roll call vote, the updated Child Protection Policy.

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

11. Adjournment:

Resolution #72.22: On the motion of Ray Armstrong Jr., seconded by Jessica Schneider, the board unanimously approved to adjourn the meeting at 6:45pm.

Next Board Meeting will be held on Monday, August 8th, 2022, at 6:00pm in the Rotary Room at the Central Library. Minutes of July 11th, 2022, Board Meeting are approved.

President

Secretary

(RLD)