

EPLS Board of Trustee

Meeting Minutes

September 12th, 2022, 6:00pm
Central Branch Rotary Room

Trustees Present: Debbie Kroupa; President, Rhonda Smith; Vice President; Jessica Schneider,
Sam Battle

Absent: Dr. Chad Vickers, Dr. Patricia Schull, Ray Armstrong Jr.

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

Visitor: Wendi Zwaduk

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 August 2022, monthly meeting minutes**

b. **Personnel Actions:**

• **New Hires**

- Nathan Collins- Maintenance II
- Ethan Carnahan- Library Tech III
- Cassandra Lawrence- Maintenance II
- Lindsey Brandon- Outreach/Bookmobile Librarian

• **Resignations**

- Steven Zivkovic- Library Tech II
- Jill Simonson- Library Tech II

c. **Memorials/Donations:**

Vandemark Jewelers	\$25.00	Memorial for Charles Wirth
Vandemark Jewelers	\$25.00	Memorial for Philip E. Hahn Sr.
Vandemark Jewelers	\$50.00	Memorial for Ann W. Criss
Barb & Mark Canan	\$75.00	Memorial for Claudette Mealwitz
Barb & Mark Canan	\$50.00	Memorial for Marie G. Fisher
Marianne Smelas	\$100.00	Memorial for Carol Jean Federanich
Mary Ann & Dan Golski	\$50.00	Memorial for John Williams

Resolution #86.22: On the motion of Jessica Schneider, seconded by Rhonda Smith, the board unanimously agreed to approve the Consent Agenda Items.

4. Fiscal Officer's Report: Mr. Schirhart

- a. StarOhio interest rates continue to climb. Average for August was 2.28%
- b. July's interest amount was \$11,278.39, August's amount was \$16,294.95
- c. Currently working on closing out the bond trust accounts
- d. Discussed the new accounting and payroll software

Resolution #87.22: On the motion of Rhonda Smith, seconded by Sam Battle, the board unanimously approved the Fiscal Officer's Report.

5. Director's Report: Ms. Starkey

a. Building updates

1. The bookmobile has been serviced for the air conditioning units. The units have been replaced
2. West River Parking lot bid will be until next spring
3. WRB HVAC has been inspected and there is some dry rotted lines, a few new thermostats and damper control motors that will need to be replaced.
4. Mr. Level will be leveling some of the sidewalk sections that have become a tripping hazard
5. South had the flooring replaced due to water seepage it was covered under warranty
6. The emergency manual has been updated
7. Working with LaGrange village and ODOT to get directional library road signs installed. A storage shed has been priced out and we will need permits to move forward.
8. Central Interior
 - a) Complaints about the lack of shelf labels. A favorite has been chosen and they will be installed
 - b) Shifting project- We intend to shift 2-3 rows of shelves to create a reading nook that features new books, magazines and displays
 - c) EPLS Foundation has donated \$2,436.00 towards the purchase of display furniture.

b. Strategic planning

1. Report from the State Library will be ready in early October
2. Committee work format to be changed to smaller number of longer sessions to go deeper in a short number of sessions

c. Spotlight on a library initiative

1. Dolly Parton Imagination Library
Speaker: Kathy Runser
History of DPIL
Funding and Support
EPLS' role in the Lorain County DPIL Coalition
Successes and recent celebration

Resolution #88.22: On the motion of Sam Battle, seconded by Rhonda Smith, the board unanimously approved the Director's Report.

6. President's Report: Ms. Kroupa

- a. Talked about the recruitment of new Board members and asked for volunteers for a recruitment committee
- b. Board orientation program for new Board members
- c. Also talked about Board member term limits

Resolution #89.22: On the motion of Rhonda Smith, seconded by Jessica Schneider, the board unanimously approved the President's Report.

7. Committee Reports:

Friends of EPLS: Going to talk to Board members to volunteer for the book sale on 11/11

Friends of EPLS Keystone: Talked about the library signs. Book donations are down.

Elyria Public Library Foundation: Ms. Smith spoke on behalf of the Foundation. Had to cancel the dinner and a dialog fundraiser. Foundation is working on a strategic plan.

AD HOC Committee: No report

Resolution #90.22: On the motion of Jessica Schneider, seconded by Rhonda Smith, the board unanimously approved the Committee Reports.

8. Old Business: none

9. New Business:

- a. Motion to table the revised *Nepotism* policy

Resolution #91.22: On the motion of Sam Battle, seconded by Rhonda Smith, the board unanimously approved to table the *Nepotism* policy.

- b. Motion to table the revised *Tardy* policy

Resolution #92.22: On the motion of Rhonda Smith, seconded by Jessica Schneider, the board unanimously approved to table the revised *Tardy* policy.

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

Resolution #93.22: On the motion of Sam Battle, seconded by Rhonda Smith, the board approved, by roll call vote, to enter into Executive Session at 6:48pm

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

11. Motion to reconvene from Executive Session

Resolution #94.22: On the motion of Rhonda Smith, seconded by Jessica Schneider, the board approved, by roll call vote, to reconvene from Executive Session at 7:34pm

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

12. Motion to table the motion to dismiss the lawsuit between the Library, ECIC and the City of Elyria

Resolution #95.22: On the motion of Rhonda Smith, seconded by Sam Battle, the board unanimously approved to table the motion to dismiss the lawsuit between the Library, ECIC and the City of Elyria

13. Adjournment:

Resolution #96.22: On the motion of Sam Battle, seconded by Jessica Schneider, the board unanimously approved to adjourn the meeting at 7:37 pm.

Next Board Meeting will be held on Monday, October 10th, 2022, at 6:00pm in the Rotary Room at the Central Library.

President

Secretary

(RTS)