

**2023 EPLS Board of Trustee
Meeting Minutes
Monday, May 8th, 2023, 6:00pm
Central Rotary Room**

Trustees Present: Debbie Kroupa; President, Rhonda Smith; Vice President; Dr. Chad Vickers; Secretary, Jessica Schneider

Trustees Absent: Dr. Patricia Schrull, Ray Armstrong Jr., Sam Battle

Staff Present: Jennifer Starkey; Director, Rob Schirhart; Fiscal Officer, Rondra Davis, Frank Szuch, Ginette Laraway, Terri Miller, Tammy Collins

Visitors: Wendi Zwaduk

1. **Call to Order:** Ms. Kroupa called the meeting to order at 6:00pm.
2. **Welcome of Attendees:** Ms. Kroupa
3. **Hearing of Public Visitors:** Ms. Kroupa
4. **Consent Agenda Items:**
 - a. Approval of April 10th, 2023, meeting minutes
 - b. Personnel Actions:
 - c. Memorials/Donations:

Susan Lyndes	\$60.00	in memory of Florceda Petcavage
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Motion: Amend April 10th, 2023, meeting minutes based on legal advice to change terminology of Resignation to Termination.

Resolution #44.23: On the motion of Debby Kroupa, seconded by Rhonda Smith, the board unanimously agreed to approve Amending the April 10th, 2023, meeting minutes based on legal advice to change terminology of Resignation to Termination.

Resolution #45.23: On the motion of Rhonda Smith, seconded by Jessica Schneider, the board unanimously approved the Consent Agenda Items.

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

Motion to join the Ohio Library Council 2024 Workers' Compensation Group Rating program for policy year 2024.

Resolution #46.23: On the motion of Rhonda Smith, seconded by Dr. Chad Vickers, the board unanimously approved the motion to join the Ohio Library Council 2024 Workers' Compensation Group Rating program for policy year 2024.

The audit has been postponed for another month.

Interest for the month was \$38,281.05, Prior Month: \$33,026.87

Stark County has released the tentative 2024 healthcare rates.

- a. Medical increase 7.98%
- b. Dental increase 5.75%
- c. Vision increase 2.5%

Resolution #47.23: On the motion of Jessica Schneider, seconded by Dr. Chad Vickers, the board unanimously approved the Fiscal Officers Report.

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

Facilities updates

- Mural Project at South – awaiting city approval to proceed. June 10th planning public event to celebrate and reveal Mural and Bench (sponsored by Friends of EPL)
- Roof leak at WR -- West Roofing to do an inspection; leak is apparent on the second floor just west of the southwest staircase. Frank put up a temporary drip pan in place to protect the light fixture and ceiling tile from damage. The roof is still under warranty from both the spray on flat roof, and the metal ribbed roof over the staircase.

Strategic progress

- Notary services set to start July 1
- May 18 Managers retreat, strategic plan implementation planning with new progress reporting mechanism
- New Toy Box 3D printer at Central makerspace

Operations updates

- Sneeze guards are (mostly) down. All will be down by the end of next week. Federal gov. announces the end of Federal Covid Emergency May 11th
- 15 hotspots being added to the existing 9. Very popular service that has a long waitlist. Some of the new hotspots will be “no holds” so that people who have unexpected needs have a chance at borrowing them
- Hourly door count analysis; started Feb 1 for all branches; continuing for the foreseeable future
 - As a result of this analysis and after discussions about the potential impact we are moving the South Branch temporarily to summer hours 9-6 M-Th and 9-5 F-Sa. Very low building usage after 6pm

Legislative update

- The Ohio House passed the state budget legislation, bill will now continue through the legislative process in the Ohio Senate
 - Funds Public Library Fund (PLF) at 1.70% in permanent law
 - Income Tax Rate Reduction – consolidates the two lowest income tax brackets and reduces the rate of that new lowest bracket to 2.75%.
 - Eliminates provisions contained in the governor’s proposal related to seed libraries
 - Increases library competitive bidding thresholds from \$50,000 to \$75,000 and includes a provision to increase threshold by 3% annually after calendar year 2024.

Events

- Elyria Fire Dept coming June 14 for CPR training for staff who volunteer to attend; staff will receive certification.
- Good publicity from the Chronicle Telegram for “Pizza with the Police” family program at South, which got reshared by OLC’s media
- The Summer Reading Program opens in a few weeks! “All Together Now” theme promotes unity, kindness (also look for bee-themed décor)
 - Kickoff on Sat June 3! Afternoon

Presentation: Tammy Collins, Collections Resource Manager

Ms. Collins spoke about Collection Resources, trends, and what it takes to have and maintain a balanced, well-rounded collection. Thank you for a very informative and enlightening glimpse into the world of Collections Resources.

Resolution #48.23: On the motion of Dr. Chad Vickers, seconded by Jessica Schneider, the board unanimously approved the Director’s Report.

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

- Ms. Kroupa spoke about attending the Northeast Ohio OLC Trustee Dinner.
- The State is eliminating the replacement tax levy.
- Hoping to retain the 1.7% PLF
- OLC is hosting a Library Facilities Conference in July
- OLC is partnering with Ohio Education and Broadband Ohio, five million dollars to bring internet to students in need
- The Board By-Laws have been updated and put into Teams

Resolution #49.23: On the motion of Rhonda Smith, seconded by Jessica Schneider, the board approved the President's Report.

8. **Committee Reports:**

Friends of EPLS: Ms. Starkey spoke on behalf of the EPLS Friends group. Book Sale will be the weekend of Oct. 7th, 2023, at Taylor Street. Time will be announced.

Friends of EPLS Keystone: Ms. Zwaduk spoke for the Friends of EPLS Keystone. The Ken Soy event has been transcribed. Moving some of the Friend's money into a CD to earn interest. In June they will start taking supplies for the Backpack School Supplies giveaway. Book donation days in July and August. Will hold a Shredding day in August for Lagrange residents.

Elyria Public Library Foundation: Ms. Smith spoke on behalf of the Foundation. Next meeting will be held on Wednesday morning at the Keystone Branch. They have a new member, Allana. She has a social media background.

Finance and Audit Committee: none

AD HOC Committee:

Review Board Recruitment and Orientation Planning Committee: None

Resolution #50.23: On the motion of Jessica Schneider, seconded by Dr. Chad Vickers, the board approved the Committee Reports.

9. Old Business:

West River Parking Lot –

- Jen Starkey and Frank Szuch are attending a Construction Procurement for Public Entities Seminar on May 11, 2023.
- Frank is working on contacting the owner for the easement driveway about the condition of driveway and if they would like to partner with EPLS when we redo the entire parking lot.
- Frank is working on the Bid Packet for the design portion of the project.
- Discussion will be tabled for the June meeting until further information can be brought to the table.

10. New Business:

Conversation about South Branch and LCCAA

- LCCAA is leasing a building and property from John Verde for use to house a Food Justice Building for South Side Residents.
- EPLS consider a walkway from their property to the parking lot, which will put a walkway along the back side of the Community Garden area.
- Verde would like to partner with EPLS on our parcel on 16th street to be paved when they pave their parcel for a parking lot.
- LCCAA wants to break ground in June 2023.
- The Board agrees to keep the parcel on 16th street. This allows for the Library to have full access for future use as needed.
- The Board would like to table the discussion until next month’s meeting, so EPLS has time to talk to legal and when the Board will have all members present.

11. Adjournment

Resolution #51.23: On the motion of Jessica Schneider, seconded by Rhonda Smith, the board agreed to adjourn the meeting at 7:29pm.

Next Board Meeting will be Monday, June 12th, 2023, at 6pm at the Keystone Branch.

President

Secretary

(RLD)