

2024 EPL Board of Trustees
Meeting Minutes
Monday, January 8th, 2024
6:00pm, Central Branch

Trustees Present: Debbie Kroupa; President, Dr. Chad Vickers; Vice President, Dr. Patricia Schrull, Koneake Lawrence, Margaret Leglise, Scott Serazin, Ray Armstrong Jr., Rhonda Smith, Sam Battle

Trustees Absent: Jessica Schneider; Secretary

Staff Present: Jennifer Starkey; Director, Debby Perkins; Fiscal Officer, Rondra Davis, Frank Szuch

Visitors: Wendi Zwaduk, Krista Battle

1. **Call to Order:** Ms. Kroupa called the meeting to order at 6:27pm.
Welcomed the new Trustees and New Officers. Thanked all Trustees that have served in the past for their service.

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

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

4. **Consent Agenda Items:**

- a. Approval of the December 11th, 2023, meeting minutes
- b. Personnel Actions:
- c. Memorials/Donations:

“95” Book Club	\$470.00	General Donation
Seattle Foundation	\$3,000.00	Restricted Donation

Resolution #13.24: On the motion of Sam Battle, seconded by Ray Armstrong Jr., the Board unanimously approved the Consent Agenda Items.

- Trustee Sam Battle left the meeting at 6:30pm.

5. **Fiscal Officer’s Report:** Ms. Perkins

Motion to approve Debby Perkins to establish ACH arrangements on behalf of EPL with the Lorain County Auditor’s office.

Resolution #14.24: On the motion of Scott Serazin, seconded by Dr. Patricia Schrull, the Board unanimously approved Debby Perkins to establish ACH arrangements on behalf of EPL with the Lorain County Auditor’s office.

- Ms. Perkins gave the Public Library Funding estimates for 2024.
- Ms. Perkins went over the investment yields for the month of December 2023.
- The State will certify the 2020-2021 audit. One additional compliance finding.

Resolution #15.24: On the motion of Dr. Patricia Schrull, seconded by Margaret Leglise, the Board unanimously approved the Fiscal Officer’s Report.

6. Director’s Report: Ms. Starkey

Facilities updates

- Parking Lot Project
- Meeting Requested with RFC Contracting
- Administration meeting begin discussion of desirable changes
- Call for board members to join staff committee

Strategic Plan progress

- Management team has submitted 2024 strategic goals

Operations updates

- Staffing update: 5 new hires starting in January
- New Stafflinks site is live

Printing changes

- Made a change in PaperCut to allow 50 cents of free printing per day
- Soft launch to test; public messaging to follow
- This change brings us up to date with what most ClevNet Libraries offer

Legislative update

- Virtual Meetings of a public body HB 257
- Has passed in the House and awaits Senate action

Resolution #16.24: On the motion of Dr. Chad Vickers, seconded by Ray Armstrong Jr., the Board unanimously approved the Director’s Report.

7. President’s Report: Ms. Kroupa

Announcement of Absence from Meetings for the year will be February and July. Dr. Chad Vickers will run the meetings as Vice President.

Resolution #17.24: On the motion of Dr. Patricia Schrull, seconded by Dr. Chad Vickers, the Board unanimously approved the President’s Report.

8. Committee Reports:

Friends of EPL: Ms. Leglise spoke on behalf of the group. 2023 proved to be a prosperous year for the group. The group has lost some members, will be looking to recruit three more members this year.

Friends of EPL Keystone: Ms. Zwaduk spoke on behalf of the group. This year the group would like to replace the tree that is used for the annual tree lighting. They will be looking into Landscaping ideas for the branch. Fundraising for new furniture will be on the list for 2024.

Finance and Audit Committee: Nothing to report at this meeting.

AD HOC Committee:

2024 Board Officer Nomination Committee: Committee has completed its work. Committee is closed.

Resolution #18.24: On the motion of Koneake Lawrence, seconded by Ray Armstrong Jr., the Board unanimously approved the Committee Reports.

9. Old Business: None

10. New Business: None

11. Adjournment

Resolution #19.24: On the motion of Ray Armstrong Jr., seconded by Dr. Patrica Schrull, the Board unanimously approved to adjourn the meeting at 7:03 pm.

Next Board Meeting will be held at the West River Branch of the Elyria Public Library, 6pm, on Monday, February 12th, 2024.

President

Secretary

(RLD)