



# Agenda LORAIN PUBLIC LIBRARY SYSTEM

## Lorain, Ohio

Thursday June 17, 2021

Main Library, 351 W 6th Street, Lorain

**Regular Business Meeting (the Chair asks if any Members have a conflict of interest with today's agenda)**

**#2021-052 Approval of the Board **Minutes** from the May 20, 2021 Meeting and Board Work **Session** Minutes from the June 5, 2021 Session.**

\_\_\_\_\_ approved, \_\_\_\_\_ seconded approval of May 20, 2021 Meeting Minutes and the Board Work Session Minutes of June 5, 2021 Session.

**#2021-053 Approval of Chief **Fiscal Officer's Report****

\_\_\_\_\_ approved, \_\_\_\_\_ seconded approval of May 2021 Fiscal

Report.

## **Report of the Director**

Update on Avon Building Project from GPD

**2021 Q1 Report on Strategic Goals**

**2021 Program of Work**

**2021 Strategic Goals**

**Continuity of Business Presentation**

## **Monthly Statistical Report**

### **Committee Reports**

- A. Finance, Audit and Properties Committee**
- B. Library Services and Personnel Committee**
- C. Trustee Development and Nominating Committee**
- D. Foundation Committee and Friend's Group**

## **Audience Participation**

## **New Business**

## #2021-054 Resolution of Appreciation for Avon Levy Committee

\_\_\_\_\_ moved, \_\_\_\_\_ seconded the resolution of appreciation for the Avon Levy Committee.

**WHEREAS**, the Lorain Public Library System benefits from the work and commitment of many community volunteers; and **WHEREAS**, the success of the Avon Branch Library Levy was dependent on the dedication and hard work of the Avon Library Committee; and **WHEREAS**, the leadership of the Levy Chairperson DeeDee Alvelo, Treasurer Judith Muzzy and the tireless efforts of the rest of the Avon Library Levy Committee resulted in a 60% victory for the Avon Library; and **WHEREAS**, the Avon Library Levy Committee has contributed a considerable amount of time to this endeavor, **Therefore Be it Resolved**, that the Lorain Public Library System Board of Trustees does publicly acknowledge Levy Chairperson DeeDee Alvelo, Treasurer Judith Muzzy, SEIU District 1199, the Friends of the Avon Library, and many other levy volunteers who helped behind the scenes and extends it appreciation on behalf of the board and staff.

## #2021-055 Resolution of Appreciation for Domonkas Levy Committee

\_\_\_\_\_ moved, \_\_\_\_\_ seconded the resolution of appreciation for the Domonkas Levy Committee.

**WHEREAS**, the Lorain Public Library System benefits from the work and commitment of many community volunteers; and **WHEREAS**, the success of the Domonkas Branch Library Levy was dependent on the dedication and hard work of the Domonkas Library Committee; and **WHEREAS**, the leadership of the Levy Chairperson Rosa Gee, Treasurer Joanne Eldridge-Tucker and the tireless efforts of the rest of the Domonkas Library Levy Committee resulted in a 81.34% victory for the Domonkas Library; and **WHEREAS**, the Domonkas Library Levy Committee has contributed a considerable amount of time to this endeavor, **Therefore Be it Resolved**, that the Lorain Public Library System Board of Trustees does publicly acknowledge Levy Chairperson Rosa Gee, Treasurer Joanne Eldridge-Tucker, SEIU District 1199, the Friends of the Domonkas Library, and many other levy volunteers who helped behind the scenes and extends it appreciation on behalf of the board and staff.

### **#2021-056 Resolution of Appreciation for Lorain Levy Committee**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded the resolution of appreciation for the Lorain Levy Committee.

**WHEREAS**, the Lorain Public Library System benefits from the work and commitment of many community volunteers; and **WHEREAS**, the success of the Lorain Branch Library Levy was dependent on the dedication and hard work of the Lorain Library Committee;

and **WHEREAS**, the leadership of the Levy Chairperson Tiffany McClelland, Treasurer Anthony Campana, and the tireless efforts of the rest of the Lorain Library Levy Committee resulted in a 79.89% victory for the Lorain Libraries; and **WHEREAS**, the Lorain Library Levy Committee has contributed a considerable amount of time to this endeavor, **Therefore Be it Resolved**, that the Lorain Public Library System Board of Trustees does publicly acknowledge Levy Chairperson Tiffany McClelland, Treasurer Anthony Campana, SEIU District 1199, the Friends of the Lorain Library, Inc. and many other levy volunteers who helped behind the scenes and extends its appreciation on behalf of the board and staff.

### **#2021-057 Resolution to Adopt a Policy on Soliciting, Selling, and Petitioning on Library Property.**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded the resolution to adopt a policy on soliciting, selling, and petitioning on Library property.

### **#2021-058 Resolution to Approve the Following Revisions to the Board Adopted Policies**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded the resolution to approve the revisions to the Board Adopted Policies.

|        |   |
|--------|---|
| 1.01   | Bylaws  |
| 1.09   | Selection of Board Members                        |
| 1.10   | Notice of Meetings                                |
| 1.11   | Public Participation at Board Meetings            |
| 1.03   | Disclosure of Public Records Policy               |
| 1.02-1 | Security Camera Policy                            |
| 1.05   | Media Policies and Procedures                     |
| 2.01   | Contract Policy                                   |
| 2.02   | Disposing of Surplus Property                     |
| 2.03   | Internal Fund Allocation Policy                   |
| 2.03-1 | Fund Balance Policy                               |
| 2.04   | Investment Policy                                 |
| 2.05   | Gift Acceptance Policy                            |
| 2.07   | Cellular/Telephones                               |
| 2.08   | Credit Card Policy                                |
| 2.10   | Change Order Authorization Limit                  |
| 2.11   | Library Program Suppliers and Refreshments Policy |
| 2.12   | Employee Meetings Refreshment Policy              |
| 3.03   | Community Information Exchange Services Policy    |
| 3.04   | Exhibit Spaces for Group or Individual Use Policy |
| 3.09   | Animals in Library Facilities                     |
| 5.02   | Collection Development Policy                     |
| 5.06   | Miscellaneous Fees                                |

## **#2021-59 Resolution for the Board to Authorize a Credit Card Compliance Officer per ORC 9.21**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded the authorization for the Assistant Fiscal Officer to serve as the Library's Credit Card Compliance Officer.

## **#2021-0060 Approval of Fund Transfer**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded to authorize the transfer of \$2,150 from Fund 206 State Library Grant Fund to 101 General Fund.

### **#2021-061 Acceptance of Grant Funds:**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded to approve the acceptance of Grant Funds as follows,

Stocker Grant for Science Program - \$7,445

Lorain Rotary Prucha Grant - \$1,000

### **#2021-0062 Approval to Increase Appropriations for Fund 201**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded to approve the increase of appropriations in Fund 201 Local Grant Funds to \$8,445.

### **#2021-063 Approval to Authorize the Library to Enter into a Contract with **Blue Technologies** to Purchase Printers and Copiers**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded the approval for the Library to enter into a contract with Blue Technologies to purchase copiers and printers for an amount not to exceed One hundred thirty-one thousand, and forty-five dollars (\$131,045).

## #2021-064 Approval to Authorize the Library to Enter into a Contract with Blue Technologies for Maintenance and Supplies

\_\_\_\_\_ moved, \_\_\_\_\_ seconded to authorize the Library to enter into a contract with Blue Technologies for maintenance service and supplies for a one year period, estimated not to exceed Thirteen thousand dollars (\$13,000).

## #2021-0065 Appointment of New Staff

\_\_\_\_\_ moved, \_\_\_\_\_ seconded to approve the Appointment of New Staff.

| APPOINTMENTS   |                    |         |            |            |          |       |             |   |
|----------------|--------------------|---------|------------|------------|----------|-------|-------------|---|
| NAME           | POSITION           | DATE    | PT/FT/TEMP | GRADE/STEP | SALARY   | HOURS | DEPT/BRANCH | REASON FOR CHANGE:<br>PROMOTION/HOURS<br>SALARY/TRANSFER<br>RESIGNATION |
| Jeremy Abraham | Maintenance Worker | 6/21/21 | FT         | UH/9       | \$19.707 | 38    | Main        |   |
| Ana Trejos     | PSP                | 5/31/21 | FT         | UI/10      | \$24.172 | 38    | South       | Transfer from Main  |

## #2021-0066 Approval to Enter into Executive Session to Discuss Personnel Matters Related to Compensation of Public Employees

\_\_\_\_\_ moved, \_\_\_\_\_ seconded to enter into an Executive Session to discuss personnel matters related to compensation of public employees.



**Next Meeting:  
Regular Business Meeting of the Library Board**

**July 15, 2021**

**Main Library, 351 W 6th Street, Lorain**