

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

REGULAR MEETING MINUTES

Thursday, June 16, 2022

President Dr. Gloria Badillo called the meeting to order at 5:06 p.m. and welcomed everyone. No Trustees indicated a conflict with the business being considered this evening.

Roll Call: President Dr. Badillo, yes; Ms. Snipes-Martin, yes; Mr. Ackerman, yes; Ms. Torres, yes; Ms. Schiemann, yes. (Ms. McClelland arrived at 5:15 p.m.)

Resolution #2022-028 Approval to Enter into Executive Session

Mr. Ackerman moved, Ms. Schiemann seconded, to close the Regular Session and enter into the Executive Session to discuss collective bargaining and the results of the 2019-2020 financial audit.

Roll Call: Mr. Ackerman, yes; Ms. Schiemann, yes; Ms. Torres, yes; Ms. Snipes-Martin, yes; President Dr. Badillo, yes.

The Trustees went into Executive Session at 5:12 p.m.

Ms. McClelland arrived at 5:15 p.m.

The Trustees exited the Executive Session and entered the Regular Meeting at 5:38 p.m.

#2022-029 Resolution to Approve the May 19, 2022 Regular Meeting Minutes

Mr. Ackerman moved, Ms. Schiemann seconded, to approve the May 19, 2022 regular meeting minutes.

Roll Call: yeas, unanimous

#2022-030 Resolution to Approve the May 2022 Fiscal Officer's Report

Ms. Torres moved, Ms. McClelland seconded, to approve the May 2022 Fiscal Officer's Report.

Fiscal Officer Maria Robertson stated the unexpended cash fund balance of all funds as of 5/31/2022 was \$28,244,294. operating funds (Cash) \$18,051,608 increased from \$17,438,342 last month. Operating funds (after encumbrances) \$14,388,605 up from \$13,454,344 last month. Encumbrances for all funds totaled \$5,147,715. Ms. Robertson stated the balance in the checking accounts as of 5/31/2022 was \$915,559 and the balance in all holdings as of 5/31/2022 was \$28,244,294.

PLF revenues at 5/31/2022 of \$606,500 are 46.5% of the estimated annual \$4,714,738. The total revenues (without transfers or advances) at 5/31/2022 of \$6,641,799 are 53.3% of the estimated \$12,458,372.

Expenses for the month of May (without transfers or advances) totaled \$1,568,591. This is in part to a debt payment made on both bonds, a payment made for Avon Construction, and the final payment made on the Main and Domonkas Fire Alarm projects. Expenses year-to-date (without transfers or advances) at 5/31/2022 of \$7,166,104 are at 26.4% of the "budgeted" \$27,144,620 Annual Expenses (without transfers or advances). Expenses plus encumbrances for the year totaled \$12,313,819 or about 45.4% of the "budgeted" expenses without transfers or advances.

STAR Ohio was yielding .79% as of 5/31/2022, this is approximately 0.7% higher than last month. Interest earned totaled \$6,636. The total of the Board's investments as of 5/31/2022 was \$27,327,884.66.

There were no public records requests during the month of May.

Ms. Robertson gave an update on the JP Morgan Chase banking update-the first checks were run out of the Chase checking account without issues. Ms. Robertson further stated they have not received calls from vendors about issues with the checks.

Ms. Robertson stated that her office will start using the Positive Pay security feature with the checking account.

Main Librarian Cheri Campbell made a presentation to the Board in regard to the Toni Morrison poster contest that was held previously. Ms. Campbell stated there were 3 first place winners and their artwork is on display in the Toni Morrison room at the Main Library.

Director of Technology Dan Shell stated the IT department has a new intern, Gabriel Beckstrom, currently Mr. Beckstrom is a student at LCCC and will focus on the augmented reality and virtual reality for the Library.

REPORT OF THE DIRECTOR

Director Diamond-Ortiz shared that the Lorain County library directors are invited to bring one trustee to a meeting to discuss the funding formula for the PLF distribution. The meeting will be held at Oberlin Public Library at 6:30 on June 21. Trustee Torres volunteered to attend the meeting on behalf of the Board.

Director of Technology Dan Shell shared about the summer intern in the Technology Department. The intern will be working with LPLS staff on investigating augmented reality and virtual reality for application in the public library. The team hopes to have a proof of concept to share later this year.

Director Diamond-Ortiz noted that library attendance figures are increasing, likely due to the return of in-person programming.

Director Diamond-Ortiz shared the CLEVNET return on investment study with the Board and remarked that CLEVNET continues to be a great resource and money-saving investment for the Library. She also noted that she is serving on the search committee for the next Director of CLEVNET.

COMMITTEE REPORTS

Friends of the Library: \$850.00 was raised by the Friends of the Library at the Domonkas Branch book sale. \$2,640.62 was raised at the Main Branch book sale. Ms. Shieman stated the Columbia Branch will participate in the Columbia Home Days next weekend.

Foundation of the Lorain Public Library System-Mr. Ackerman stated the Foundation met and they decided to reinstate the paver sale for the Avon Branch. Mr. Ackerman stated the Tony Campana Golf Outing/Dinner will be cancelled this year.

NEW BUSINESS

#2022-031 Adoption of Memorandum of Understanding with SEIU, District 1199 Concerning the New Public Service Associate Position and Wages

Mr. Ackerman moved, and Ms. Schiemann seconded to approve the adoption of the memorandum of understanding with SEIU, District 1199 concerning the new Public Service Associate Position and wages.

Roll Call: yeas, unanimous

#2022-032 Resolution to Authorize a Transfer from # 112-04 Avon Levy Fund to the # 330-00 Debt Service Fund in the Amount of \$691,868.75, as per the 2022 Appropriation Budget

Ms. Torres moved, Ms. Snipes-Martin seconded, to authorize a transfer from # 112-04 Avon Levy Fund to the # 330-00 Debt Service Fund in the Amount of \$691,868.75, as Per the 2022 Appropriation Budget

Roll Call: yeas, unanimous

#2022-033 Resolution Approving a Change Order for the North Ridgeville Parking Lot Project in an Amount Not to Exceed \$20,000

Ms. McClelland moved, Ms. Torres seconded, to authorize a change order for the North Ridgeville parking lot project in an amount not to exceed twenty thousand dollars (\$20,000) to address additional work needed to complete the parking lot resurfacing.

Director of Facilities, Richard Gerena, stated the parking lot at the North Ridgeville Branch has been deteriorating and it was suggested when the new asphalt is applied to load the trucks half full and use smaller equipment. Mr. Gerena said the heavier the equipment will result in more damage to the parking lot. Mr. Gerena stated the new asphalt surface will have an additional inch of blacktop applied.

Roll Call: yeas, unanimous

#2022-034 Resolution to Approve Staff Appointments

APPOINTMENTS								
NAME	POSITION	DATE	PT/FT/TEMP	GRADE/STEP	SALARY	HOURS	DEPT/ BRANCH	REASON FOR CHANGE: PROMOTION/HOURS SALARY/TRANSFER RESIGNATION
Allison Neumann	Librarian	5/15/22	FT	UJ/2	\$21.419	38	Main	Linnea Fox
Adelisse Carrasco Torres	Student Library Aide	6/14/22	PT	A	\$9.30	15	South	New
Anthony Nichols	Technology Analyst	5/29/22	FT	E	\$27.00	38	Main	Promoted

Mr. Ackerman moved, Ms. Monica Snipes-Martin seconded, to approve staff appointments.

Roll Call, unanimous

With no further business to come before the Board the meeting was adjourned at 6:19 p.m.

ATTEST:


President


Secretary