

**LORAIN PUBLIC LIBRARY SYSTEM  
LORAIN, OHIO**

**REGULAR MEETING MINUTES**

Thursday, April 21, 2022

President Badillo called the meeting to order at 5:03 p.m. and welcomed everyone. No Trustees indicated a conflict with the business being considered.

**Roll Call:** President Badillo, yes; Mr. Ackerman, yes; Ms. McClelland, yes; Ms. Schiemann, yes; Ms. Torres, yes; Ms. Snipes, yes.

President Badillo asked for a motion to enter into Executive Session. Ms. Schiemann made a motion to enter into Executive Session to discuss Labor Collective Bargaining, with regular business to follow. Ms. Snipes seconded to enter into Executive Session.

**Roll Call: yeas, unanimous.**

**The Regular Session ended at 5:03 p.m. and the Executive Session started at 5:03 p.m.**

**The Executive Session ended at 5:44 p.m. and entered into the Regular Session at 5:44 p.m.**

**#2022-013 Resolution to Approve the March 17, 2022 Regular Meeting Minutes**

Ms. McClelland moved, and Ms. Snipes seconded to approve the March 17, 2022 Regular Meeting Minutes.

**Roll Call: yeas, unanimous**

**#2022-014 Resolution to Approve the March, 2022 Fiscal Officer's Report**

Ms. Torres moved, Ms. Schiemann seconded to approve the March 2022 Fiscal Officer's Report.

**Roll Call: yeas, unanimous**

**REPORT OF THE DIRECTOR**

Director Diamond-Ortiz introduced Ms. Erin Hallahan, Strategic Initiative Manager. Ms. Hallahan stated she has 7 years of working with makerspaces and she further stated besides Main there will be Create Spaces Avon and North Ridgeville branches. All branches will have some creative equipment for patrons to use. Ms. Hallahan states that the Library is in the process of purchasing makerspace equipment for Avon.

**COMMITTEE REPORTS**

**Finance, Audit and Properties Committee-** Met today in Special Session.

**Library Services and Personnel Committee**-Will meet on May 5, 2022 at the North Ridgeville Branch.

**Trustee Development and Nominating Committee**-There will be a meeting in the future.

**Friends of the Library**-The Domonkas Library book sale took in \$500, the next book sale is May 11<sup>th</sup> to the 14<sup>th</sup>; Columbia book sale took in \$1,200.

#### **Foundation of the Lorain Public Library System**

Mr. Ackerman reported the Foundation held a meeting on April 4, 2022. Library Giving Day was April 6, 2022 and \$745 was raised for the Library. The Tony Campana Golf Outing Committee will meet on June 6, 2022 to discuss the upcoming golf outing.

#### **NEW BUSINESS**

##### **#2022-020 Resolution to Approve the Contract with Bostwick Design Partnership for Facilities Assessment in an amount not to exceed \$115,575.**

Ms. Torres moved, Ms. Schiemann seconded to approve the contract with Bostwick Design Partnership for facilities assessment in an amount not to exceed \$115,575.

##### **Roll Call: yeas, unanimous**

Mr. Richard Gerena, Facilities Director stated this was a great plan for the Library.

#### **PLF FUNDING FORMULA DISCUSSION**

Library Director Ms. Anastasia Diamond-Ortiz stated the Lorain County Library Administrators Council met to discuss the PLF Funding Formula and there will be a \$51,000 loss for the Lorain Public Library System loss per year. The Lorain County Library Association will meet again in June to finalize the funding formula. Ms. Diamond-Ortiz stated the Grafton Prison Library is also included in the formula. The group discussed a five-year phase in for the new funding formula.

##### **#2022-021 Resolution to Approve the Photography and Videography on Library Property Policy**

The public may take photographs and/or videos in the public areas of the Library to record their own visit or capture a building's architecture. However, such photography and/or videography may not include other patrons without their permission as this violates the expectation of policy within a limited public forum. Permission to photograph or video record individuals must be granted by those individuals or their guardians. Minors cannot give permission-only their guardian can grant permission. Library staff will not administer permissions for members of the public to take photographs and/or videos of other individuals.

Non-flash photography and/or videography is permitted at Library programs and events for personnel use, not for publication or broadcast, provided that it is not disruptive and does not capture any identifiable likenesses of individuals without their permission. Taking photographs and/or videos at Library events or author events is subject to the wishes of the individual author or paid performer/presenter.

Community organizations holding scheduled events or meetings in Library study, conference or meeting rooms may arrange for their own photography or videography of their event. The public may photograph and/or video record community events or meetings so long as the activity does not compromise public safety or security or interfere with the ability of the meeting organizer to conduct the business of the meeting. The photographs and/or videos may not capture any identifiable likenesses of individuals without their permission. Photographs and/or videos of specific, copyrighted (or otherwise protected) materials for the purpose of redistribution is prohibited.

Library staff may stop any photography and/or videography that appears to interfere with the Library's ability to conduct business, violates a patron's privacy or that compromises public safety or security.

#### **Commercial Photography/Videography**

No commercial photography and/or videography in Library facilities is permissible without the express permission of the Library. Which shall set forth the conditions under which the photography or videography may take place. Requests may be made to the Director of Marketing & Public Relations by calling 440-244-1192 ext. 8230.

#### **Wedding or Portrait Photography/Videography**

Anyone wishing to use library facilities for family or wedding photography and/or videography, permission should be secured from the Director of Marketing & Public Relations by calling 440-244-1192 ext. 8230 to ensure the request doesn't affect the Library's ability to conduct business, or that compromises public safety or security.

#### **Media Provisions**

The Library welcomes news media photographers, videographers and reporters documenting stories or projects that directly involve the Library and its programs, the Library is not impeded and the above provisions are followed. Requests may be made to the Director of Marketing and Public Relations by calling 440-244-1192 ext. 8230.

Photography and or videography of the exterior areas of Library-owned property is allowed, as long as such activity complies with the Code of Conduct and does not interfere with the flow of traffic and with patrons or staff wishing to enter or leave the building.

News media photographers, videographers and reporters should not approach minors for photography and/or videography requests unless an accompanying guardian grants permission. Minors are not able to provide consent and thus such requests are expressly prohibited.

News media should not approach patrons, or conduct or schedule interviews with the public, about non-Library stories or projects while within a Library facility or on Library-owned property.

Ms. Torres moved, Ms. McClelland seconded to approve the Policy on Photography.

**Roll Call: yeas, unanimous**

There was a general discussion on the Photography and Videography on Library Property Policy as staff is not permitted to tell patrons they are not permitted to film in the library. If staff have concerns about being filmed, they can arrange to go to staff areas to avoid being filmed. Patrons present in the Library at the time of being filmed must grant permission to be filmed. One question asked during the discussion was what can be done if someone would like to film a Library Board meeting. Ms. Diamond-Ortiz stated she will contact the Ohio Library Council for their opinion and report back to the Board.


With no further business to come before the Board, Dr. Badillo asked for a motion to adjourn. All Trustees agreed and the meeting was adjourned at 7:02 p.m.

**Next Meeting:**

Regular Business Meeting  
May 19, 2022  
Columbia Branch, 13824 W. River N., Columbia Station

**ATTEST:**

  
President

  
Secretary