

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

REGULAR MEETING MINUTES

Thursday, May 19, 2022

Ms. Monica Snipes-Martin called the meeting to order at 5:00 p.m. and welcomed everyone. No Trustees indicated a conflict with the business being considered.

Roll Call: Ms. Snipes-Martin, yes; Mr. Ackerman, yes; Ms. McClelland (via remote), yes; Ms. Schiemann, yes; Ms. Torres, yes; President Badillo was absent.

Resolution #2022-022 Resolution to Approve the April 21, 2022, Finance, Audit, and Properties Meeting Minutes

Ms. Torres moved, Ms. Schiemann seconded, to approve the April 21, 2022, Finance, Audit, and Properties Meeting Minutes.

Roll Call: yeas, unanimous

#2022-023 Resolution to Approve the April 21, 2022, Regular Meeting Minutes

Ms. McClelland moved, Ms. Torres seconded to approve the April 21, 2022, Regular Meeting Minutes.

Roll Call: yeas, unanimous

#2022-024 Resolution to Approve the April 2022 Fiscal Officer's Report

Ms. Schiemann moved; Ms. McClelland seconded to approve the April 2022 Fiscal Officer's Report.

Fiscal Officer Maria Robinson stated the unexpended cash fund balance of all the accounts was \$28,489,316.00 and the encumbrances of all funds totaled \$6,329,233.00. Ms. Robinson stated the balance in the checking accounts was \$4,187,185.00 and the balance in all holdings was \$28,489,286.00. Ms. Robinson also stated the expenses plus encumbrances for the year totaled \$11,926,746.00. Regarding investments, Ms. Robinson stated STAR Ohio was yielding .07% and the interest earned totaled \$3,687.00.

Ms. Robinson stated the library was waiting for final reviews by the Auditor of State's Regional Office Staff and an exit conference for the Audit can be scheduled soon.

Ms. Robinson stated that IT has been working on the MICR printer so it will work with JP Morgan Chase's requirement and the first check run is slated for June 2, 2022.

Roll Call: yeas, unanimous

REPORT OF THE DIRECTOR

Director Diamond-Ortiz stated the Little Library on the Lake will open for the season on Saturday, June 4, 2022. One of the items the Little Library on the Lake will provide for check out this year will be screens and protectors for electronic items.

Director Diamond-Ortiz stated she was happy to report the North Ridgeville Branch received approval and certification from the government for the processing of passports.

Director Diamond-Ortiz introduced Kat Bray of the Lorain County Public Health Agency to the Board.

PRESENTATION: Partnership with Lorain County Health to bring Community Health Workers to Main Library

Ms. Kat Bray, supervisor of Health Promotion & Chronic Disease Prevention for the Lorain County Public Health Department made a presentation to the Board of Trustees on Community Health Workers.

Ms. Bray stated the definition of a Community Health Worker is someone who promotes health within the community in which they reside or have a trusting relationship with. Ms. Bray stated Community Health Workers are also referred to as: peer supporters, outreach educators, patient navigators, peer health promoters, health advocates, community health advisors, as well as other roles.

Ms. Bray stated community based and social service organizations, government agencies, individual or family services departments, health care organizations, religious, grantmaking, civic and professional organizations are where Community Health Workers are hired.

To become a Community Health Worker, one must receive certification. The area universities that offer certification are Cleveland State University, Cuyahoga Community College, and Ohio State University.

Ms. Bray stated Community Health Workers meet the needs of the community by the following: serving as a liaison between communities and providers, provide guidance and social assistance to residents, provide culturally appropriate assistance, advocating for individual and community health, provide referral and follow-up services, and proactively identifying and enrolling individuals in programs.

Regarding gaps in Lorain County, Ms. Bray stated the community needs are high and according to community data. Examples of such community needs are as follows: Black infant mortality is on the rise, many times residents do not know where to go for help, residents are often unaware of what help is available, many residents feel the current system lacks cultural and linguistically appropriate services.

Ms. Bray stated the Lorain County Community Action Agency and Mercy Resource Mothers will each hire one Community Health Worker over the next 2 months, Lorain County has launched Neighborhood Navigation with two Lorain County Public Health based neighborhood navigators and one Public Health Department nurse.

COMMITTEE REPORTS

The **Finance, Audit, and Properties Committee** met on April 21, 2022, in Special Session. Chief Fiscal Officer, Maria Robinson, gave an overview of the 2019/2020 audit. Committee members approved of Ms. Robinson contacting the Ohio Auditor of State Senior Audit Manager, Mr. Brian Mc Quinn, to discuss the status of the Library's audit.

The **Library Services and Personnel Committee** met on May 5, 2022, at the North Ridgeville Branch.

The **Trustee Development and Nominating Committee** has received three applications for the open Trustee seat.

The **Friends of the Lorain Public Library System**: \$1,200 was raised at the Columbia Branch book sale, \$3,500 was raised by the North Ridgeville Branch book sale, and the Main Branch book sale started today.

The **Foundation of the Lorain Public Library System** will hold a meeting on June 6, 2022. Mr. Akerman stated there was no report this month.

New Business

#2022-025 Resolution to Revise the Patron Code of Conduct (2022-05-19 REV) 3.02

Ms. Torres moved, and Ms. Schiemann seconded to revise the Patron Code of Conduct (2022-05-19 REV) 3.02.

Roll Call: yeas, unanimous

#2022-026 Resolution to establish an Unclaimed Monies Fund (Fund 902) to Account for Stale-Dated Checks Not Cashed within 90 Days of the Issuance Date.

Ms. Schiemann moved; Ms. McClelland seconded to approve the establishment of an unclaimed monies fund (Fund 902) to account for stale-dated checks not cashed within 90 days of the issuance date.

Roll Call: yeas, unanimous

#2022-027 Resolution to Approve Personnel Appointments

Ms. Torres moved; Ms. Schiemann seconded the motion to approve the personnel appointments below.

Roll Call: yeas, unanimous

APPOINTMENTS								
NAME	POSITION	DATE	PT/FT/TEMP	GRADE/STEP	SALARY	HOURS	DEPT/ BRANCH	REASON FOR THE CHANGE: PROMOTION/HOURS/SALARY/ TRANSFER/RESIGNATION
Katie O'Keefe	Public Service Professional	5/16/22	FT	UI/6	\$20.837	38	Outreach	Transfer
Aliyah Cruz	Public Service Professional	4/18/22	PT	UI/1	\$18.873	29	South	New
Tessa Morello	Student Library Aide	4/26/22	PT	A	\$9.30	15	Domonkas	New
Kelsey Pettegrew	Student Library Aide	5/16/22	PT	A	\$9.30	15	Columbia	New

With no further business to come before the Board the meeting was adjourned at 5:53 p.m.

Next Meeting:

Regular Business Meeting
June 16, 2022, at 5:00 p.m.
Main Branch, 351 West Sixth Street, Lorain

ATTEST:


President


Secretary