

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

REGULAR MEETING MINUTES

Thursday, March 16, 2023

Dr. Badillo called the meeting to order at 5:06 p.m. Dr. Badillo asked if any Board members had a conflict with the agenda. No Trustees indicated a conflict with the business for this evening.

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

#2023-022 Resolution to Approve the February 16, 2023 Regular Meeting Minutes Mr. Ackerman provided changes to the February 16, 2023 Regular Meeting Minutes Foundation of the Lorain Public Library. Minutes will be updated and presented at the next Regular Meeting scheduled for Thursday, April 20, 2023.

Mr. Ackerman moved, Ms. McClelland seconded to approve the February 16, 2023 Regular Meeting Minutes.

Roll Call: yeas, unanimous.

#2023-023 Resolution to Approve the February 28, 2023 Special Meeting Minutes

Mr. Ackerman moved, Ms. Torres seconded to approve the February 28, 2023 Special Meeting Minutes.

Roll Call: yeas, unanimous.

#2023-024 Resolution to Approve the March 6, 2023 Special Meeting Minutes

Mr. Ackerman moved, Ms. Schiemann seconded to approve the March 6, 2023 Special Meeting Minutes.

Roll Call: yeas, unanimous.

#2023-025 Resolution to Approve the March 9, 2023 Special Meeting Minutes

Ms. Torres moved, Ms. McClelland seconded to approve the March 9, 2023 Special Meeting Minutes.

Roll Call: yeas, unanimous. Ms. Snipes-Martin arrived at 5:08 p.m. and voted yes for this resolution (first vote).

#2023-026 Resolution to Approve the February, 2023 Fiscal Officer Report

Ms. Robinson (via Zoom) stated that the interest earned in the month totaled \$48,252. Ms. Robinson stated that the meetings regarding the transition to the Paycom Payroll System is going well and both Fiscal and Human Resources offices have been working diligently to get Paycom all necessary

information for a smooth transition from Paycor to Paycom. Ms. Robinson stated that the Library is slated for the first paycheck payments to be made on May 9, 2023. Ms. Robinson stated that Paycom will be training all staff to have the knowledge to transition seamlessly.

Dr. Badillo asked when the staff will be trained on Paycom and Ms. Robinson indicated training will be scheduled around mid-April.

Ms. Robinson stated that Fiscal is piloting the Branch transition to electronic expenditure requests inside the SSI Financial Software with the Main Branch Assistant Manager, Joy Walk. Ms. Walk has indicated her excitement with the ease of the electronic process.

Ms. Robinson stated that Fiscal continues to utilize a scanning process for payments and receipts. This allows reviews to continue with the CFO working remotely and the Office to keep functioning while the Assistant Fiscal Officer is on vacation.

Ms. Torres moved, Ms. Snipes-Martin seconded to approve the February 2023 Fiscal Officer Report.

Roll Call: yeas, unanimous.

Report of the Director

The Library's new tutoring program, Launching Phenomenal Learners, started at Main Library and South Branch on March 16. The program has a ratio of four students to one tutor. Students come from charter schools, parochial schools, Lorain City Schools and Clearview School District.

Director Diamond-Ortiz highlighted the work of two staff members, Kelsey Decoste and Amy Breslin. Amy was recently elected to the APALA (Asian/Pacific Americans Librarians Association) Executive Board. APALA is a nonprofit organization dedicated to enhancing leadership opportunities through informed dialogue that addresses the needs of Asian American, Native Hawaiian and Pacific Islander library workers and those who serve these communities. Her term on the Executive Board will start on July 1, 2023. Kelsey was asked to Chair the Ohio Library Council's Youth Services Conference later this month. As Conference Chair, Kelsey worked with OLC and the conference committee to ensure a broad range of engaging programs will be offered at the conference.

On March 7, The USPS issued a new stamp honoring Toni Morrison. The Library purchased the first day of issue for the stamp and will display them in the Toni Morrison Room.

Committee Reports:

Finance, Audit, and Properties Committee-No Report

Library Services and Personnel Committee-No Report

Trustee Development and Nominating Committee-No Report

Friends of the Library-Ms. Schiemann stated that Columbia Branch will have a book sale next week and they are trying to get more members. Ms. Schiemann stated that the Historical Society wants to start a new program. Ms. Grizzell stated that Domonkas Branch has started March Madness book sale.

Foundation of the Lorain Public Library-The next meeting is March 22, 2023 at 9:30 a.m. at the Main Branch.

New Business

#2023-027 Resolution to Approve the Purchase of 2023 Ford F-350 Truck with Snowplow for \$68,050.00 from Liberty Ford, Inc.

Mr. Richard Gerena, Director of Facilities, stated that the truck is bigger than our current truck and will be used to snowplow library locations. Mr. Gerena stated the average cost of snow removal per year is approximately \$15,000 and with the purchase of the new truck, the investment will be paid back within approximately four years. Born's Landscape & Lawn Care will continue to salt the various locations with liquid brine. Born's current agreement states that they will only plow the snow with over 2.5 inches of snow on the ground and there are times we need a second snow removal if snow continues to fall throughout the day.

Ms. Torres moved, Ms. McClelland seconded to approve the Purchase of 2023 Ford F-350 Truck with Snowplow for \$68,050.00 from Liberty Ford, Inc.

Roll Call: yeas, unanimous.

#2023-028 Resolution to Approve the Purchase of 2023 Ford Transit Van for \$61,209.30 from Liberty Ford, Inc.

Mr. Gerena stated that the Ford Transit Van will be an electric van that will be used by the Facilities Department, IT Department and Outreach. Once the van is fully charged (4-6 hours of charging using a 220 outlet), the van will run for approximately 150 miles each charge. There will be no cost for fuel for the new electric van.

Ms. Torres moved, Ms. Schiemann seconded to approve the Purchase of 2023 Ford Transit Van for \$61,209.30 from Liberty Ford, Inc.

Roll Call: yeas, unanimous.

#2023-029 Resolution to Approve Personnel Appointments

APPOINTMENTS								
NAME	POSITION	DATE	PT/FT/TEMP	GRADE/STEP	SALARY	HOURS	DEPT/ BRANCH	REASON FOR CHANGE: PROMOTION/HOURS SALARY/TRANSFER RESIGNATION
Mirta Mendak Kathleen Flores Kandeise Thomas Haley Slivka Morgan Robison Kristin Barbas Stephanie Waltjen	Launching Phenomenal Learners Tutor (7)	3/13/23	PT	E	\$25.87	12	Main	New
LaQuanda Williams	Accounting Assistant	2/20/23	FT	C	\$19.00	38	Main	Promotion
Lourdes Bennett	Executive Assistant	3/13/23	FT	D	\$24.00	38	Main	New
Bethany Bonafield	Librarian	3/6/23	FT	UJ	\$20.999	38	Main	Joy Walk
Chelsea Greenfield	Community Health Worker	3/20/23	FT	C	\$18.00	38	Main	Felicia Randleman
Darren McDonoug	PSP	3/6/23	FT	UI/7	\$21.25	38	Main	Robert Isom
Alyssia Soto	Student Library Aide	3/6/23	PT	A	\$10.10	15	Main	Isabel Lash
Alison DeLombard	PSP	3/20/23	PT	UI	\$18.873	29	Avon	Jaime Alspach
Steven Zivkovic	PSA	3/20/23	PT	UH	\$16.988	29	NOR	Cassandra Rodriguez
Julie Kubiak	PSP	3/20/23	PT	UI	\$18.873	29	NOR	Rachel McKinney

Ms. Torres moved, Ms. McClelland seconded to approve the Personnel Appointments.

Roll Call: yeas, unanimous.

#2023-030 Resolution to Approve Entering Executive Session to Discuss Matters Related to Collective Bargaining

Ms. Snipes-Martin moved, Ms. McClelland seconded to approve Entering Executive Session to Discuss Matters Related to Collective Bargaining at 5:33 p.m.

Ms. Torres moved, Ms. Snipes-Martin seconded to exit Executive Session and return to regular session at 5:37 p.m.

The next Regular Board Meeting will be held on April 20, 2023 at 5:00 p.m. at the Avon Branch located at 37485 Harvest Drive, Avon, OH 44011.

With no further business to come before the Board, the meeting was adjourned at 5:38 p.m.

ATTEST:


President


Secretary