

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

REGULAR MEETING MINUTES

Thursday, April 20, 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, yes; Ms. Torres, yes.

#2023-031 Resolution to Approve the March 16, 2023, Regular Meeting Minutes

Ms. Snipes-Martin moved, Ms. Schiemann seconded to approve the March 16, 2023, Regular Meeting Minutes.

Roll Call: yeas, unanimous.

#2023-032 Resolution to Approve the March 2023 Fiscal Officer Report

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

Mr. Angney stated that since this was his first board meeting, he did not have much to share, but stated that the interest earned in the month was very good 25%. Mr. Angney also stated that the Paycom payroll system transfer is going well. All departments continue to work diligently to get Paycom all necessary information for a smooth transition from Paycor. The Library is slated for the first paycheck to be made on May 9, 2023. Training has begun and will continue moving forward.

Mr. Angney stated that they are working on switching signatures on bank accounts as well as setting up wire transfers.

Mr. Angney suggested possibly including the check register in the monthly CFO Report so the Board Members can review it along with the other information. Alternatively, Mr. Angney suggested possibly having the Finance, Audit, and Properties Committee review the Check Register.

Mr. Angney stated that the property purchased at 783 W. Sixth Street, Lorain, OH will actually be approximately \$31,400 to include closing costs, etc. Mr. Angney did not believe a resolution would be needed for the additional \$1,400.

Mr. Angney will email his contact information to the Board Members, so they have his contact information.

Roll Call: yeas, unanimous.

Report of the Director

Director Diamond-Ortiz updated the Board on HB33 and HB 1 concerning the biennium budget. The Ohio Library Council scheduled Legislative Day for April 26. The Library will be represented by Trustee Ackerman, COO Grizzell, and North Ridgeville Branch Manager Jennifer Winkler. Director Diamond-Ortiz distributed the 2022 Annual Report and noted that the number of patrons in our buildings is recovering, and it is anticipated that 2023 will mark a return to pre-pandemic attendance figures. Northeast Ohio Properties Magazine featured the Avon Branch Library with an in-depth article about the design and construction of the branch. Director Diamond-Ortiz shared that one of two National Digital Inclusion Alliance listening sessions for Northeast Ohio was hosted at Avon Branch. The Cleveland Foundation and Community Foundation of Lorain County facilitated the event and remarked on the high attendance for the session and the beauty of the branch. There was an update on the partnership with Solidarity Farms at Main Library. There will be a volunteer event on April 29 and May 13 at 10 am. Volunteers are needed to help plant and mulch the farm. The Library purchased a table for the Urban League Equal Opportunity Gala scheduled for Friday, May 19, 2023, at LCCC Spitzer Center. Any trustees wishing to attend should let the Director know.

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 the group met and they provided new ideas. Ms. Schiemann also stated that the book sale at the Columbia Branch was not as successful as they hoped, however, they did get some new members. Ms. Grizzell stated that Domonkas Branch had the March Madness book sale that raised \$500. Ms. Donna Kelly-Sprinkle, Branch Manager of the Avon Branch, mentioned getting 25 new members of Friends of Avon Library at a recent meeting and discussed book sales and how to revitalize programs.

Foundation of the Lorain Public Library-Mr. Ackerman stated that he is a Board Trustee and Member of the Foundation of the Lorain Public Library (FLPLS). Mr. Ackerman attended a meeting on March 22, 2023, and volunteered to be Chairman of the Finance Committee. The Finance Committee met on April 7, 2023, and FLPLS now has a sub-committee - Board Finance, Audit and Risk Committee. The Chairman/Sub-Committee will take care of the large inheritance that the library received, and with current favorable money market rates, the Committee will also invest in 12-month CDs, money market, and cash investments with Edward Jones. This role will also include governance among other duties.

New Business

#2023-033 Appointment of Chad Angney, Chief Fiscal Officer and Clerk of the Board through December 31, 2023, upon execution of a surety bond in the amount of \$100,000.

Mr. Ackerman moved, Ms. Schiemann seconded the appointment of Chad Angney, Chief Fiscal Officer and Clerk of the Board through December 31, 2023, upon execution of a surety bond in the amount of \$100,000.

Dr. Badillo stated that we need to swear-in Mr. Angney for the Chief Fiscal Officer role.

Roll Call: yeas, unanimous.

#2023-034 Resolution to Approve Chad Angney, Chief Fiscal Officer, to be an Approved Signatory for the Lorain Public Library System Bank Accounts at Northwest Bank, First Federal Bank of Lakewood, Star Ohio, and JP Morgan Chase

Mr. Ackerman moved, Ms. Torres seconded to approve Chad Angney, Chief Fiscal Officer, to be an Approved Signatory for the Lorain Public Library System Bank Accounts at Northwest Bank, First Federal Bank of Lakewood, Star Ohio, and JP Morgan Chase.

Roll Call: yeas, unanimous.

#2023-035 Resolution to Remove, Effective Immediately, Maria E. Robinson as an Approved Signatory for the Lorain Public Library System Bank Accounts at Northwest Bank, First Federal Bank of Lakewood, Star Ohio, and JP Morgan Chase

Ms. Snipes-Martin moved, Ms. Torres seconded to Remove, Effective Immediately, Maria E. Robinson as an Approved Signatory for the Lorain Public Library System Bank Accounts at Northwest Bank, First Federal Bank of Lakewood, Star Ohio, and JP Morgan Chase.

Roll Call: yeas, unanimous.

#2023-036 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
Chad Angney	CFO	4/10/23	FT		\$95,000/ year	38	Main	Maria Robinson
Nicole Martin	Mgr of Comm. Engage. And Outreach	4/24/23	FT	E	\$60,000/ year	38	Main	Katie Cooley

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

Roll Call: yeas, unanimous.

#2023-037 Resolution to Approve Then and Now Payments to Envisionware, Inc.

Approve a Then and Now Payment to Envisionware, Inc. for Technology Maintenance Contract as follows:

Check #	Purchase Order #	Expenditure Line	Amount
2063	2023000274	110-16-53991	\$725.00
		112-16-53991	\$725.00
		120-16-53991	\$725.00
		122-16-53991	\$725.00
		130-16-53991	\$725.00
		130-16-53992	\$725.00
		Total Payment	\$4,350.00

Ms. Torres moved, Ms. Snipes-Martin seconded to approve Then and Now Payments.

Mr. Ackerman asked for clarification regarding Then and Now Payments. Mr. Angney clarified that we are one of the few libraries in Ohio for which Ohio Revised Code Section 5705.41 (D) applies due to our receiving property taxes from multiple subdivisions. This section requires the fiscal officer to certify funds necessary to meet the obligation are either in the Treasury or process of collection prior to an expenditure being incurred. However, things don't always go according to plan and there are times where prior certification is not possible. In these instances, this section allows completion of a then and now certificate, which means both at the time the expenditure was incurred and at the time the invoice has been received funds were available or in the process of collection. Additionally, if the amount involved exceeds \$3,000 separate board approval is necessary. Envisionware, Inc. is a service contract for computer technology maintenance/software for the kiosks/computers.

Roll Call: yeas, unanimous.

#2023-038 Resolution to Approve Entering Executive Session to Discuss Matters Related to Collective Bargaining at 5:30 p.m.


Ms. Torres moved, Ms. Snipes-Martin seconded to Approve Entering Executive Session to Discuss Matters Related to Collective Bargaining at 5:30 p.m.

Ms. Torres moved, Ms. Snipes-Martin seconded to exit Executive Session and return to regular meeting at 6:17 p.m.

The next Regular Board Meeting will be held on May 18, 2023, at 5:00 p.m. at the Columbia Branch located at 13824 W. River Road North, Columbia Station, OH 44028.

With no further business to come before the Board, the meeting was adjourned at 6:18 p.m.

ATTEST:


President


Secretary