

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

REGULAR MEETING MINUTES

Thursday, March 20, 2025

President McClelland called the meeting to order at 5:00 p.m. President McClelland asked if any Board members had a conflict with the agenda. No Trustees indicated a conflict with the business for this evening.

Roll Call – Ms. McClelland, yes; Ms. Ramirez, yes; Ms. Torres, excused; Mr. Ackerman, yes; Ms. Snipes-Martin, yes; Mr. Byrne, yes, Mr. White, yes

#2025-023 Approval of February 20, 2025, Regular Meeting Minutes

Mr. Byrne moved, Ms. Ramirez seconded to approve the February 20, 2025, Regular Meeting Minutes.

Roll Call for Resolution #2025-023: yeas, unanimous

#2025-024 Approval of February 2025 Fiscal Officer Report

Mr. White moved, Ms. Ramirez seconded to approve the February 2025 Fiscal Officer Report.

Assistant Fiscal Officer Ms. Connie Wilson gave a brief update on the financials for CFO Angney who was not present at the meeting. The Finance, Audit, and Properties committee met on March 14, 2025 and they discussed updated estimated costs received for the 2025 Capital Projects and comparison to amounts included as part of the 2025 Annual Appropriations, and recommendation to establish contingency/unappropriated monies within each of the levy funds to provide operational flexibility. The committee recommended two resolutions relating to these items for the board's approval. The Lorain County Auditor contacted CFO Angney that they will be sending the check for the Lorain Levy Fund within the next week.

Roll Call for Resolution #2025-024: yeas, unanimous

Report of the Director

Director Diamond-Ortiz shared information regarding her trip to Columbus to testify regarding library funding. Director Diamond-Ortiz also shared information on the Executive Order given for the Institute of Museum and Library Services (IMLS) to be dismantled and requested a call to action regarding the amendments to the budget for libraries.

Director Diamond-Ortiz directed the Trustees to the Columbia Branch Q&A flyer regarding the May 6 ballot as well as an opinion article from the Chronicle Telegram dated March 19, 2025, in support of the Columbia replacement levy. Director Diamond-Ortiz read a letter received from the Executive Director of the Twinsburg Public Library thanking LPLS for donating shelving. Director Diamond-Ortiz presented Tristen Wheeler, STEAM Initiatives Manager. Mr. Wheeler shared some things he is working on, specifically Create Space at the branches.

Mr. Ackerman mentioned the Mission Moments in the Director's Report and specifically the staff recognition Mission Moments based on four attributes that align with our Core Behaviors:

- Leadership
- Passion
- Learning
- Service

Mr. Ackerman also mentioned the Avon Branch highlight in the Director's Report about the patron who was on Flight 4819 who tried to return a book that was damaged in the plane crash that overturned as well as TSD providing assistance to a cancer patient during their treatments using Kanopy. Mr. Ackerman provided praise and kudos to the staff.

Committee Reports

Finance, Audit and Properties Committee – Mr. Byrne shared that the committee met on March 14, 2025, and the committee discussed contingency accounts, and the 2025 capital projects to include the Master Facilities Plan Project. The next meeting is scheduled for June 13 at the Avon Branch beginning at 3:30 p.m.

Library Services and Personnel Committee – Meeting is scheduled for May 9 at the Avon Branch at 4:00 p.m.

Trustee Development and Nominating Committee – Mr. Ackerman mentioned that he would like the committee to meet to discuss the board's current strengths, the selection process, and share ideas for new board members.

Friends of the Library – COO Jennifer Winkler provided the following update: The Friends of the Columbia Branch Library hosted a highly successful rummage sale, raising over \$773 in a single day. The event provided the community with a great opportunity to purchase gently used appliances and attracted new visitors to the library—including five patrons who signed up for their first library card. The Friends of the Domonkas Branch are currently hosting their Spring Book Sale, running through Saturday, March 22. The Friends of the Lorain Public Library sponsored a Sunday Art series this winter featuring local artist Cam Goodrich. Friends of the North Ridgeville Public Library also sponsored a popular Sunday series which features a variety of history-themed, including the history of British royal

jewelry and other informational programs. The Domonkas Friends are donating \$300 to the Columbia Levy Fund, while the Friends of the Lorain Public Library, Inc. are contributing \$500. Other groups are considering donations at their upcoming meetings.

Foundation of the Lorain Public Library System – Ms. Ramirez shared that the Foundation met on March 17, and the Foundation will be providing a gift at Staff Development Day. Ms. Ramirez also shared that the Foundation provided a \$1,000 donation to the Imagination Library. The Foundation has \$620,000 in assets, most of which is from investment funds.

Audience Participation

COO Jennifer Winkler provided an update on the Domonkas Branch as follows:

- Domonkas collected over 100 donations for the Month of Service in celebration of Martin Luther King Jr. Day, benefiting Haven House. Since its launch in 2018, this initiative has gathered over 1,000 handcrafted donations for local nonprofits.
- February's Heart Mosaics craft program at Domonkas was a hit, with almost full attendance—19 out of 20 people showing up!
- Despite the weather, patrons still attended the February Chocolate Tasting for Valentine's Day, continuing this popular annual tradition at Domonkas.
- Domonkas hosted its first-ever Chili Cook-Off, with plans to make it an annual event. Although only five patrons participated, Joanne Eldridge's chili emerged as the winner!
- March is off to a strong start, with 17 attendees at the There's Something Strange in Ohio program and 4 virtual participants. These programs remain consistently popular.
- Back by popular demand, Domonkas will host its annual Shred Day on Saturday, May 24, from 9 a.m. to noon, which will take place across the street at the Shoreway Shopping Plaza. Columbia will be kicking off the 2025 Shred Day series on Saturday, April 19 from 9 a.m. to noon.
- Domonkas hosted its annual Pi(e) Day Bakeoff, a tradition since 2014. This year's event featured 16 delicious pie entries and welcomed 25 enthusiastic patrons. The competition was intense, with the winner securing victory by just one point! The top pie was a homemade cheesecake topped with fresh fruit, followed by a lemon meringue pie in second place, and a vegan Biscoff pie taking third.

New Business

Consent Agenda

#2025-025 to #2025-029

#2025-025 Approval of Personnel Appointments in February

APPOINTMENTS								
NAME	POSITION	DATE	PT/FT/ TEMP HOURS	GRADE/ STEP	SALARY	DEPT/ BRANCH	NEW HIRE/ CURRENT STAFF	REASON FOR CHANGE
Miranda DeBose	HR Generalist	02/17/2025	FT 38	D	\$55,000/Year	Main/Admin	Current Staff	New Position
Tristan Wheeler	STEAM Initiatives Manager	02/17/2025	FT 38	E	\$58,000/Year	Main	New Hire	New Position
Steven Zivkovic	PSP	03/03/2025	FT 38	UI	\$20.50	NOR/COL	Current Staff	Replaces Dennis Cuthbertson
Kelsey DeCoste	Assistant Manager	03/17/2025	FT 38	E	\$55,000/Year	NOR	Current Staff	Replaces Mark Peters

*The HR Generalist role is meant to take the place of the outgoing HR Specialist, Carol Russo, who is retiring on 04/30/2025.

*The STEAM Initiatives Manager is an updated version of the Strategic Initiatives Manager role.

*Dennis Cuthbertson transferred to the Columbia Branch on 01/20/2025.

#2025-026 Resolution to Approve Bid Package for Master Facilities Plan Project,
Legal Notice of Bids for the Work and Opening of Bids Following Time Fixed in the Legal Notice.

#2025-027 Resolution to Modify Annual Appropriations for 2025 to Establish Contingency Accounts.

#2025-028 Resolution to Approve the Acceptance of Gift - \$579.37 from Willis F. and Etta E. Grove Memorial Fund restricted to support of Lorain Public Library Literacy Programs for Youth.

#2025-029 Resolution to Approve the Acceptance of Grant/Gift - \$9,000 from Midwest Arts Council restricted to Big Read System-wide Program.

Mr. Byrne moved, Ms. McClelland seconded approval of all Consent Items #2025-025 to #2025-029.

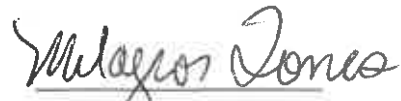
Roll Call for Resolutions #2025-025 to #2025-029: yes, unanimous

Other Agenda Items – None

With no further business to come before the Board, the meeting was adjourned at 5:25p.m.

ATTEST:


President


Secretary

