

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

REGULAR MEETING MINUTES

Thursday, May 18, 2023

Dr. Badillo called the meeting to order at 5:03 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, excused absence.

Guest – Ryan Naymik, Vice President of Operations, RFC Contracting

#2023-040 Resolution to Approve the April 20, 2023 Regular Meeting Minutes

Ms. McClelland moved, Ms. Schiemann seconded to approve the April 20, 2023 Regular Meeting Minutes.

#2023-041 Resolution to Approve the April 2023 Fiscal Officer Report

Ms. Snipes-Martin moved, Ms. McClelland seconded to approve the April 2023 Fiscal Officer Report.

Mr. Angney stated that there have been some Social Security issues, but we are in a positive position on a cash basis. PLF Revenues received for the month totaled \$356,576. As of month-end, the Library received \$1,702,007 (31.9%) of the estimated annual funding of \$5,337,705. Mr. Angney stated that the Library purchased a truck in April, he completed the signatory for STAR Ohio and interest revenues were higher in March and April. Mr. Angney stated that the Library's first Paycom paycheck payments were made on May 9, 2023, and the only real issue is with Federal Tax Withholding/W4 updates. Mr. Ackerman asked for clarification regarding the new W4 forms and Mr. Angney provided an explanation. Mr. Angney also mentioned that the timing in receiving income for Columbia is a bit delayed but should be received in May. Mr. Angney also mentioned the property at 783 W. Sixth Street has been purchased and Mr. Angney is finding out about the need for insurance for that property.

#2023-042 Resolution to Approve the May 3, 2023 Special Meeting Minutes

Ms. Schiemann moved, Ms. McClelland seconded to approve the May 3, 2023 Special Meeting Minutes.

Roll Call for Resolutions #2023-040, #2023-041 and #2023-42: yeas, unanimous.

Report of the Director

Director Diamond-Ortiz was not present, however, Cheryl Grizell, COO, updated the Board as follows:

- North Ridgeville renovation is moving forward (more meeting rooms, Passport office, café seating, self-checkouts, face lift, same footprint)
- Mr. Ackerman asked about seeing a layout of the North Ridgeville renovation to present it to the board in June before construction starts
- Jennifer Black to send flyer to the board
- New Outreach Manager started in May, Nicole Martin, and will be at the next board meeting in June to be introduced
- PLF 1.77
- Book sale currently going on at Main Branch
- Possible change of location for June board meeting at Main to North Ridgeville so board members can look at office/renovations, etc.?

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 9 new people sponsored the Library at \$100 each for a total of \$900. A plaque will be put on the wall at the Columbia Branch. The Friends of the Library will meet in June and will have a Book Sale in July. Friends of the Library purchased lunch for Main Branch staff for Library Workers Appreciation Day 4-25-23.

Foundation of the Lorain Public Library-Mr. Ackerman stated that the sub-committee of the Foundation of the Lorain Public Library (FLPLS) met 5-2-23 and submitted the formal name of the committee – Foundation Finance, Audit and Risk Committee. The committee will manage the inheritance that the library received with 12-month CDs and cash investments with money market investments/broker from Edward Jones to help grow the money in the foundation. The sub-committee will report to the Foundation Board at the 5-25-23 meeting.

Mr. Guscott provided an update on the Columbia Branch. He also shared about the upcoming Columbia Branch lease coming due in 2025 and that the town wants to use the current building as a civic/senior center. The group discussed possible future locations of the Columbia Branch. Mr. Rick Gerena stated that they are already looking at property near the current location and are in discussions about the future location of the Columbia Branch.

New Business

#2023-043 Resolution to Approve Change Order #1 in the amount of \$140,597.83 for the Avon Branch Library

Mr. Ackerman moved, Ms. Schiemann seconded to Approve Change Order #1 in the amount of \$140,597.83 for the Avon Branch Library.

Roll Call: yeas, unanimous.

Ms. McClelland asked for clarification of the cost overruns of \$140,597.83 from Change Order #1. There was a lengthy discussion regarding the additional costs and Mr. Ryan Naymik, Vice President of Operations, RFC Contracting provided some information. However, the board requested an explanation of the additional costs and a breakdown of the total cost.

#2023-044 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
Jennifer Workman	PSA	5/1/23	PT	UH	\$16.988	29	Main/TSD	Replaced Diane Rivera Promotion for Jennifer
Sarah White	PSP	5/8/23	PT	UI	\$18.873	29	Avon	New

Ms. Snipes-Martin moved, Ms. McClelland seconded to approve Personnel Appointments.

Roll Call: yeas, unanimous.

#2023-045 Resolution to Approve Bid Package for North Ridgeville Branch Library Renovations Project, Legal Notice of Bids for the Work, and Opening of Bids Following Time Fixed in the Legal Notice.

Mr. Ackerman moved, Ms. Schiemann seconded to Approve Bid Package for North Ridgeville Branch Library Renovations Project, Legal Notice of Bids for the Work, and Opening of Bids Following Time Fixed in the Legal Notice.


Roll Call: yeas, unanimous.

The next Regular Board Meeting will be held on June 15, 2023, at 5:00 p.m. at the Main Branch located at 351 W. 6th Street, Lorain, OH 44052.

With no further business to come before the Board, the meeting was adjourned at 6:05 p.m.

ATTEST:


President


Secretary