

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

REGULAR MEETING MINUTES

Thursday, September 21, 2023

Dr. Badillo called the meeting to order at 5:05 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, absent; Ms. Snipes-Martin, absent; Ms. Torres, yes.

#2023-058 Resolution to Approve the July 20, 2023 Regular Meeting Minutes

Ms. Torres moved, Ms. McClelland seconded to approve the July 20, 2023 Regular Meeting Minutes.

Roll Call for Resolution #2023-058: yeas, unanimous.

#2023-059 Resolution to Approve the July and August 2023 Fiscal Officer Reports

Ms. Torres moved, Ms. McClelland seconded to approve the July and August 2023 Fiscal Officer Reports.

Mr. Angney provided information regarding the meeting with Ohio Plan and Siebert Keck Insurance Partners to review quotes for the property and liability insurance. The quote from Ohio Plan was accepted. Mr. Angney mentioned that the retroactive pay adjustments for the union wage increases were completed in the August 16th payroll. The adjustments went into effect from April 1st, and the adjustment spanned nine pay periods and two payroll systems. In addition to staff having to learn how to process this type of activity in the new accounting system, there were other issues to be considered with the retro pay including adjustments, sick leave, new tier, union dues, OPERS, etc. Mr. Angney attended the Lorain County Budget Commission hearing with Director Diamond-Ortiz. The purpose of the hearing was to discuss allocation of public library funds in Lorain County. Mr. Angney mentioned the blanket purchase order open for approximately \$1.9 million that was a placeholder for the North Ridgeville renovation project. Upcoming items Mr. Angney mentioned were the 2024 budget and the VIP Reports. Mr. Ackerman asked whether the revenues that represent almost 80% of estimated receipts were where they should be at this point of the year. Mr. Angney said that it was a little higher, but the initial budgeted numbers were conservative (normally at 65-70% at this point of the year). Dr. Badillo requested getting the documents for board meetings the weekend before the meetings, so they have enough time to read through them and be prepared with questions at the meetings.

Roll Call for Resolution #2023-059: yeas, unanimous.

Report of the Director

Director Diamond-Ortiz was not present at the meeting, but COO Grizzell provided an update. COO Grizzell shared that the house next to the Main Branch has been demolished and the North Ridgeville renovations are moving along. There is a temporary wall up at North Ridgeville and work continues to progress. COO Grizzell mentioned that the Summer Reading Program was a success (approximately 3,000 students completed the program). Culture of Summer Programs (BBQ at Main and the Ice Cream Social at the Avon Branch) were successful as well. COO Grizzell shared some upcoming events – El Centro Gala, Friday, November 10th and LCADA Way’s Pearls of Wisdom Annual Benefit and Recognition Dinner, October 26th and asked if anyone was interested in attending these events to let her know. Mr. Ackerman shared that he received positive feedback on the Connections Program Guide. Dr. Badillo asked if the North Ridgeville project is on schedule. Mr. Gerena, Director of Facilities, shared that the project is moving along and that they are hoping to have the renovation completed in March 2024, however, there have been some delays due to city inspections and permits.

Committee Reports

Finance, Audit, and Properties Committee – None

Library Services and Personnel Committee – Ms. Torres shared that the Library Services and Personnel Committee met on September 7th at the Main Branch, and they discussed the Outreach Department and Staff Tuition Reimbursement. In regard to the Outreach Department, going forward, the Library will focus on outreach services and staffing in each community instead of staffing one department for Outreach. There will be two Outreach staff for Main/South; two for Columbia/North Ridgeville; and two for Avon/Domonkas. The Outreach staff will be in their respective communities reaching out to the community members and providing services. The Library has posted for a Director of Community Engagement and that position will work on standardizing the department and helping with the efficiency of the team. Discussion was also had regarding the proposed Staff Tuition Reimbursement for current and future staff. This would be a good hiring incentive for future staff.

Trustee Development and Nominating Committee – None

Foundation of the Lorain Public Library System – Mr. Ackerman stated that the Foundation met on September 18 at the Main Branch and their Investment Counselor provided a presentation to help lower the risk of investment with the money currently in the account. The Foundation will be meeting with the Investment Counselor next week and will report back to the committee. Discussions have been had about how to apply for funds, and how they will be allocated. Mr. Ackerman mentioned that he asked for a wish list from all of the branch managers on what they would like to see at their branches that the Foundation could help with and they requested a quilting machine and the Foundation approved it. Mr. Ackerman would like to figure out how to communicate with the library system to help all the branches.

Audience Participation

Mr. John Guscott, Branch Manager, Columbia Branch shared updates regarding events going on at the Columbia Branch: Raider Jamboree, Culture of Summer Program, Touch a Truck (approximately 300

people attended), Reading to the Rescues (reading to dogs and cats), Maker-In-Residence, and Harvest Tea (September 29). Columbia Friends Group will have a donut sale on October 7th and their book sale will be October 17-21. Mr. Guscott also invited everyone to see the display at the Columbia Branch.

Mr. Jim Leonard, SEIU District 1199 Union Executive Board Member mentioned that the union will be endorsing the North Ridgeville Levy. Mr. Leonard also shared that he will be starting a new position in October as the Ohio Public Sector Member Vice President, SEIU District 1199 WV/KY/OH and that Mr. Nate Box will take Mr. Leonard’s position as Union Executive Board Member SEIU District 1199 WV/KY/OH.

New Business

#2023-060 Resolution to Approve Personnel Appointments in July and August

APPOINTMENTS								
NAME	POSITION	DATE	PT/FT/TEMP	GRADE STEP	SALARY	HOURS	DEPT/BRANCH	REASON FOR CHANGE: PROMOTION/HOURS SALARY/TRANSFER RESIGNATION
Kayla Mandak	PSP	8/7/23	FT	UI	\$20.19	38	Main	Allison Neumann
Erin Duncan	PSP	8/7/23	FT	UI	\$20.19	38	Main	Dione Taylor
Molly Jeffrey	PSP	8/7/23	PT	UI	\$20.19	29	NOR	Sarah DeRosa
David Andrews	Maintenance Worker	9/5/23	FT	UH	\$20.19	38	Main	Ronald Campana
Steven Bodi	Maintenance Worker	9/5/23	FT	UH	\$20.19	38	Main	Dale Blackford
Kylie Riedel	Technology Analyst Innovation	9/5/23	FT	E	\$25.87	38	Main	New

Mr. Ackerman moved, Ms. McClelland seconded to approve Personnel Appointments.

Roll Call for Resolution #2023-060: yeas, unanimous.

#2023-061 Resolution Requesting the City of North Ridgeville to Submit to the Electors in the Entire Territory of the City the Question of a Renewal Tax for the Benefit of The Lorain Public Library System for the Purpose of Current Expenses of The Lorain Public Library System, including the Operation of a Branch Library located in the City.

A RESOLUTION REQUESTING THE CITY OF NORTH RIDGEVILLE TO SUBMIT TO THE ELECTORS IN THE ENTIRE TERRITORY OF THE CITY THE QUESTION OF A RENEWAL TAX FOR THE BENEFIT OF THE LORAIN PUBLIC LIBRARY SYSTEM FOR THE PURPOSE OF CURRENT EXPENSES OF THE LORAIN PUBLIC LIBRARY SYSTEM, INCLUDING THE OPERATION OF A BRANCH LIBRARY LOCATED IN THE CITY

(R.C. Sections 5705.03, 5705.19(D), 5705.25)
Renewal Public Library Current Expense Levy

WHEREAS, the City of North Ridgeville, Ohio (the “City”) is currently levying a 1.91 mill, five-year levy for the purpose of providing for current expenses of the Library, including the operation of a branch library located in the City, approved by the voters of the City on May 7, 2019, and first placed on the tax list and duplicate in 2019 for collection commencing in 2020, and final collection in 2024 (the “Existing Levy”); and

NOW, THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the Lorain Public Library System, Lorain County, Ohio, two-thirds of all of the members elected thereto concurring, that:

Section 1. It is hereby found, determined, declared and recited, that (a) the Lorain Public Library System was established prior to September 4, 1947, by resolution adopted by the Board of Education of the School District as a free public library; (b) the North Ridgeville Branch of the Lorain Public Library System has been established as a free public library to serve the City; and (c) this Board wishes to initiate proceedings for the submission to the electors in the entire territory of the City the question of a renewal of an existing tax levy for current expenses of the Lorain Public Library System, including the operation of a branch library located in the City.

Section 2. It is necessary to renew all of the Existing Levy for the purpose of providing for current expenses of the Library, including the operation of a branch library located in the City.

Section 3. This Board hereby requests the Council of the City to pass resolutions under the provisions of the City Charter and other applicable provisions of law to submit to the electors in the entire territory of the City the questions of such renewal tax levy at an election to be held therein on March 19, 2024. All the territory of the City is located in Lorain County. The Library shall reimburse the City for costs of the election as certified by the Board of Elections of Lorain County.

Section 4. Such renewal tax levy shall be at a rate not exceeding 1.91 mills for each one dollar of valuation, upon the entire territory of the City, for five years.

Section 5. Such renewal tax levy shall be placed upon the tax list and duplicate for the 2024 tax year, commencing in 2024, first due in calendar year 2025, if a majority of the electors voting thereon vote in favor thereof.

Section 6. This Board finds, determines and declares that the levy of the tax, if approved by the electors, is necessary to the proper furnishing and rendering of free public library services in the City and for the residents of the City.

Section 7. Pursuant to Section 3375.42, Ohio Revised Code, this Board hereby finds and determines it to be necessary to enter into an agreement with the City relating to the operation of the North Ridgeville Branch of the Lorain Public Library System and to the use of the proceeds of the renewal tax levy to be voted on by the electors as contemplated in this resolution and of other funds available for the operation of the North Ridgeville Branch of the Lorain Public Library System. That agreement shall be in substantially the form attached hereto as **Exhibit A** (the "Agreement").

Section 8. The Agreement is hereby approved in substantially the form attached hereto as Exhibit A, with such changes therein as are not inconsistent with this resolution and not substantially adverse to the Board as shall be approved by the officers executing the Agreement; provided that the approval of those changes by those officers, and their character as not being substantially adverse to the Board, shall be evidenced conclusively by their execution of that Agreement.

Section 9. The President and Chief Fiscal Officer of the Board of Library Trustees are hereby authorized and directed, for and in the name and on behalf of this Board, to execute and deliver the Agreement in substantially the form attached hereto as **Exhibit A**.

Section 10. The Chief Fiscal Officer of this Board is hereby authorized and directed to deliver a certified copy of this resolution to the Council of the City.

Section 11. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Ms. McClelland moved, Ms. Torres seconded to Approve a Resolution Requesting the City of North Ridgeville to Submit to the Electors in the Entire Territory of the City the Question of a Renewal Tax for the Benefit of The Lorain Public Library System for the Purpose of Current Expenses of The Lorain Public Library System, including the Operation of a Branch Library located in the City.

Dr. Badillo read #2023-061 Resolution in its entirety to the Board Members. Ms. McClelland asked why we are moving forward with a renewal and not a replacement for North Ridgeville. Mr. Angney explained the Library decided to go with a renewal as the current levy is generating sufficient revenue to fund operations at the North Ridgeville branch. If additional revenues had been needed, other alternatives such as replacement or substitute levies would have been considered. A discussion ensued into nuances regarding the likelihood of passing different types of levies, the current political climate, etc., but overriding consideration from our perspective was on the operating needs of the branch and how to best meet those needs. Ms. McClelland mentioned new valuations in the city compared from renewal vs. replacement. Ms. McClelland said that there has been growth in North Ridgeville and wondered if a replacement levy might be better than the renewal. Ms. McClelland said it would have been better if we ran the numbers before the meeting to compare the renewal to the replacement levies.

Ms. Jennifer Black, Director of Public Relations and Marketing and a resident of North Ridgeville, shared her thoughts on the environment of the city and there is a lot going on in respect to the schools, mayor's office, police department, etc.

Roll Call for Resolution #2023-061: yeas, unanimous.

#2023-062 Resolution to Approve the Implementation of the Education Assistance Program, Effective for Classes Starting in January 2024.

Ms. Torres moved, Ms. Ramirez seconded to Approve the Implementation of the Education Assistance Program, Effective for Classes Starting in January 2024.

Ms. Torres shared that the Education Assistance Program is a good hiring incentive for future staff. Classes or courses that are part of a degree, licensing, or certification program must be related to the employee's current job duties or a potential future position at the Library. Ms. McClelland asked what the financial impact would be if all the staff applied for this. Mr. Angney shared his experience is that not many staff members take advantage of this benefit, however, in 2024, there will be a \$10,000 budget for this program. Ms. McClelland also asked if this also includes organizations/associations that provide certifications or licensing and it in fact does.

Roll Call for Resolution #2023-062: yeas, unanimous.

#2023-063 Resolution to Approve Then and Now Payment to D-Tech International US LLC. Approve a Then and Now Payment to D-Tech International US LLC for Maintenance Agreement for 2 Hold IT Main Plus Side Lockers for Materials Pick-up as follows:

Check #	Purchase Order #	Expenditure Line	Amount
2826	2023000719	101-16-52950	\$4,130

Ms. Torres moved, Mr. Ackerman seconded to approve Then and Now Payment.

Roll Call for Resolution #2023-063: yeas, unanimous.

#2023-064 Resolution to Approve a 2% Salary Increase for Non-Bargaining Unit Staff to mirror the increases for Collective Bargaining Unit, Retroactive to April 1, 2023.

Ms. Torres moved, Ms. Ramirez seconded to Approve a 2% Salary Increase for Non-Bargaining Unit Staff to mirror the increases for Collective Bargaining Unit, Retroactive to April 1, 2023.

Roll Call for Resolution #2023-064: yeas, unanimous.

The next Regular Board Meeting will be held on October 19, 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 6:54 p.m.

ATTEST:


President


Secretary

