

**LORAIN PUBLIC LIBRARY SYSTEM  
LORAIN, OHIO**

**REGULAR MEETING MINUTES**

Thursday, July 20, 2023

Dr. Badillo called the meeting to order at 5:02 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, absent; Ms. Ramirez, yes; Ms. Schiemann, yes; Ms. Snipes-Martin, absent; Ms. Torres, yes.

**#2023-052 Resolution to Approve the June 15, 2023 Regular Meeting Minutes**

Ms. Torres moved, Ms. Schiemann seconded to approve the June 15, 2023 Regular Meeting Minutes.

**Roll Call for Resolution #2023-052: yeas, unanimous.**

**#2023-053 Resolution to Approve the June 15, 2023, Board Finance Committee Meeting Minutes**

Ms. Torres moved, Ms. Schiemann seconded to approve the June 15, 2023, Board Finance Committee Meeting Minutes.

**Roll Call for Resolution #2023-053: yeas, unanimous.**

**#2023-054 Resolution to Approve the June 2023 Fiscal Officer Report**

Ms. Torres moved, Ms. Ramirez seconded to approve the June 2023 Fiscal Officer Report.

Ms. Snipes-Martin arrived at 5:04 p.m.

Mr. Angney provided additional Fiscal Reports to the Board before the meeting was called to order. Mr. Angney stated that they are working on new credit card policies/acknowledgement forms for all Administration and Managers. Mr. Angney stated that the Auditors have been here on and off since the holiday and all is going well. The Auditors have had some questions regarding payroll (Paycor/Paycom) but no major issues. The Audit should be completed by September 30, 2023. The tax budget for 2024 has been completed and Mr. Angney is currently working with the insurance company regarding LPLS property insurance policies. Mr. Gerena, Facilities Director, mentioned that the newly purchased property will be demolished in the second week of August. Mr. Angney attended the Foundation of the

Lorain Public Library System Board meeting on July 10, 2023. Collective Bargaining Agreement update – rate of pay, grade, step is currently being processed to include updating the PTO/Accruals retroactive to April 1, 2023. Ms. Ramirez asked about the 30% budgeted expenses and if staffing was part of that and/or if it was an issue. Director Diamon-Ortiz said the differences were not attributable to staffing issues. Expenses for North Ridgeville renovation and other larger one-time expenses such as property insurance and debt payments are included in the budgeted amounts, however, expenses will not occur until later resulting in expenditures being well under budgeted amounts. Mr. Angney asked the Board Members for feedback on the Fiscal Reports so that he can provide what the Board is looking for in the future.

**Roll Call for Resolution #2023-054: yeas, unanimous.**

### **Report of the Director**

Director Diamond-Ortiz shared that the State of Ohio’s biennium budget process resulted in the PLF being permanently set at 1.7% of the General Revenue Fund. She also shared that two staff in the Outreach Department presented on LPLS outreach services at the 2023 American Library Association conference in Chicago to a full room. The presentation was well received. Director Diamond-Ortiz noted that attendance and circulation figures continue to recover, albeit slowly. Lastly, she shared that the Library is currently accepting proposals to execute a community engagement process at Columbia Branch. The goal of community engagement is to look at the current offerings at Columbia Branch and understand how the Library will accommodate the influx of new residents and any impact on library services.

### **Committee Reports**

Finance, Audit, and Properties Committee – None

Library Services and Personnel Committee – None

Trustee Development and Nominating Committee – None

Foundation of the Lorain Public Library System – Mr. Ackerman stated that the Foundation is doing well and received a considerable donation. Mr. Ackerman thanked Mr. Angney and Ms. Black for attending the Foundation’s July 10<sup>th</sup> Board meeting. The Foundation met with an Investment Counselor to discuss investing the money currently in the account. The Board will be deciding on Risk Management on the account at the September Board meeting. The Foundation’s Finance Committee passed an Investment Strategy & Policy at the July 10 meeting. 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 one idea was to provide grants to branches based on an application form. During the foundation meeting one of the board members talked about a form used in his school district that they can use as an example for creating their own application form. The Foundation is

discussing strategies for fundraising as well as developing a website. Mr. Ackerman attended the soft opening of the Little Library in the Park (South Lorain Branch) on Wednesday, July 5 for the Crush the Park Party and thought it was a success.

**Audience Participation**

Friends of the Library – Ms. Schiemann stated that the July book sale raised \$750. There was an issue with the time of the book sale, so they will need to change the time for future ones. Columbia Friends of the Library went out to the community and were able to get 10 sponsors at \$100 each. Plaques for the donations will be hung at the Library and they also have decals to put on the windows of the Library. Chief Operating Officer Grizzell stated that the Friends of the Library will donate to North Ridgeville to help with some of the renovations. Chief Operating Officer Grizzell also mentioned that Avon Friends of the Library has new people in the group and that there will be a Friends of the Library Room at the branch that will have a book sale/shop.

Mr. Goldberg, a member of the public, attended today’s Board meeting and spoke for approximately five minutes about a materials challenge.

**New Business**

**#2023-055 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
M. Katie White	Librarian	7/10/23	FT	UJ	\$22.92	38	Avon	Erika Bobka
Ethan Haas	PSP	7/10/23	PT	UI	\$20.19	29	Avon	Maya Pappas
Caroline Favetti	Student Aide	6/19/23	PT	A	\$10.10	15	Avon	New
Elaina Hollandsworth	Student Aide	7/17/23	PT	A	\$10.10	15	DOM	Tessa Morello

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

**Roll Call for Resolution #2023-055: yeas, unanimous.**

**#2023-056 Resolution to Approve Authorizing the Library to enter into an agreement with Town Center Construction to provide general trades construction contractor services to the Library for the North Ridgeville Branch Library renovation project.**

Mr. Ackerman moved, Ms. Schiemann seconded to Approve Authorizing the Library to enter into an agreement with Town Center Construction to provide general trades construction contractor services to the Library for the North Ridgeville Branch Library renovation project.

Mr. Rick Gerena mentioned the scope of the work for the North Ridgeville Branch Library renovation project.

**Roll Call for Resolution #2023-056: yeas, unanimous.**

**#2023-057 Resolution to Approve Then and Now Payment to Kush Custom Cabinetry LLC. Approve a Then and Now Payment to Kush Custom Cabinetry LLC for fabrication and installation of decorative end cap panels on ends of shelving units at the North Ridgeville branch as follows:**

Check #	Purchase Order #	Expenditure Line	Amount
2590	2023000623	110-09-55510	\$ 5,200.00

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

**Roll Call for Resolution #2023-057: yeas, unanimous.**

The next Regular Board Meeting will be held on September 21, 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 5:39 p.m.

**ATTEST:**

  
President

  
Secretary