

**LORAIN PUBLIC LIBRARY SYSTEM
LORAIN, OHIO**

BOARD MEETING MINUTES

Thursday, December 18, 2025

President Ramirez called the meeting to order at 5:03 p.m. President Ramirez 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. Ramirez, yes; Mr. White, yes; Ms. Torres, yes; Mr. Ackerman, yes; Ms. Snipes-Martin, yes; Mr. Byrne, _____; Ms. Thompson, yes

#2025-070 Approval of October 16 2025, Regular Meeting Minutes

Ms. Snipes-Martin moved, Ms. Torres seconded to approve the October 16, 2025, Regular Meeting Minutes.

Roll Call for Resolution #2025-070: yeas, unanimous

#2025-071 Approval of November 11, 2025, Special Meeting Minutes

Ms. Torres moved, Ms. Snipes-Martin seconded to approve the November 11, 2025, Special Meeting Minutes.

Roll Call for Resolution #2025-071: yeas, unanimous

#2025-072 Approval of October and November 2025, Fiscal Officer Reports

Ms. Snipes-Martin moved, Mr. White seconded to approve the October and November 2025 Fiscal Officer Reports.

Roll Call for Resolution #2025-072: yeas, unanimous

Report of the Director

Director Diamond-Ortiz shared a few thank you letters from partner organizations (United Way, Second Harvest – Generous Helpings and Blessing House) thanking us for partnering with them on various events/drives. Children’s Hunger Alliance (CHA) also sent a thank you letter with information on how many meals the library offered to at-risk kids from our community totaling 4,765 (\$15,581.22).

Committee Reports

- a. Finance, Audit and Properties Committee – Mr. White reported that the committee met on December 12, 2025 and had a lengthy discussion about the various General Fund Types for all branches. 2026 budget estimates were a bit higher than normal not knowing what 2026 will bring.
- b. Library Services and Personnel Committee – Ms. Torres reported that the committee met on December 3, 2025 and discussed the staffing study, Interest Based Bargaining training, and proposed a 3% COLA increase for non-bargaining staff starting January 2026.
- c. Trustee Development and Nominating Committee – Mr. Ackerman reported that the committee had interviewed several candidates for the Trustee position and recommended Max Schaefer to fill the expired term of Ms. Snipes-Martin to begin January 2026.
- d. Friends of the Library – COO Winkler reported the following:
 - The North Ridgeville Friends Fall Book Sale, held October 23–26, raised an impressive \$3,286.09 in support of the library.
 - The Friends of the Columbia Library, Inc. hosted their Second Annual Holiday Bingo Night at the Columbia Fraternal Order of Eagles grossing over \$3,000 dollars in three hours!

Upcoming Friends Events

Friends of the Lorain Public Library, Inc. Book Sale

Friday, January 9 – Thursday, January 15

Preview Night: Thursday, January 23, 5–7:30 p.m.

Friends of the Avon Library General Membership Meeting

Tuesday, January 13, 6:30-7:30 p.m.

Friends of the Lorain Public Library, Inc. General Membership Meeting

Tuesday, January 20, 5:00-7:30 p.m. (Toni Morrison Room @ Main Library)

Friends of the North Ridgeville Branch Library, Inc. General Membership Meeting

Thursday, January 29, 5:30-7:30 p.m.

Friends of the Domoknas Library General Membership Meeting

Tuesday, February 24, 6:00 -7:00 p.m.

- e. Foundation of the Lorain Public Library System – Mr. Ackerman reported that there have been several donations to the Foundation and they will be meeting sometime in January.

Audience Participation

Branch Update – Liberty Elementary's 1st grade classes made their annual field trip to the library this month. Over the course of six visits, over 350 students participated in a story time, learned what it means to be responsible with books and other library materials and received a behind-the-scenes tour of the library branch. By far, the favorite portion of the tour is seeing the

book drop. Huge kudos & thank you to all the North Ridgeville staff who planned, prepared and led the various portions of each visit and who helped ensure each of those students had their own library card.

The 25th Annual Holiday on the Ridge was held in North Ridgeville on Saturday, December 6. The library participated with a variety of activities throughout the day. These included crafts for kids and families, a selfie station featuring an ice castle, story times with local author Gloria Janosik (Mark from Maintenance's daughter), and ornaments made in the Create Space using the sublimation machine and laser, plus live music by a saxophone & keyboard duo. Special thanks to the Friends of the North Ridgeville Library, Inc. for providing hot cocoa and cookies and to the Maintenance staff who helped us decorate by hanging a bunch of large 3D snowflakes.

Leadership Lorain County started their Education Day meeting at the North Ridgeville Library with breakfast and a tour. They had a chance to explore the Create Space, return to their childhood by participating in story time and taste a delicious Cranberry Whipped Feta Dip that was made using the Charlie Cart, as well as see many of the items available in our Library of Things.

Jessica Frank, the new 25-hour PSP, will be starting at NR on January 5.

New Business

Consent Agenda

#2025-073 to #2025-084

#2025-073 Approval of Personnel Appointments in October and November

APPOINTMENTS								
NAME	POSITION	DATE	PT/FT/TEMP HOURS	GRADE/STEP	SALARY	DEPT/BRANCH	NEW HIRE/CURRENT STAFF	REASON FOR CHANGE
Hannah Steiner	Student Library Aide	11/03/2025	PT 15	A	10.70/hr.	Avon	New Hire	Replaces Paige Varney
Molly Boehnlein	Student Library Aide	11/03/2025	PT 15	A	10.70/hr.	Avon	New Hire	Replace Zaina Swaidani
Aliyah Cruz	Public Services Professional	12/08/25	FT 38	UI	\$22.52	South	Current Staff	Replaces Ana Trejos
John Hudson	Student Library Aide	12/08/25	PT 15	A	\$10.70	Avon	New Hire	Replaces Mark Carney
Nya Washington	Public Services Professional	12/15/25	PT 25	UI	\$20.80	Main	New Hire	Replaces Beth Custer

Cedric Gaddis	Director of Human Resources	12/22/25	FT 38	G	\$82,000	Main	New Hire	Replaces Michael Roni
Jessica Frank	Public Services Professional	01/05/26	PT 25	UI	\$20.80	North Ridgeville	New Hire	Replaces Elizabeth Smith

#2025-074 Resolution to Approve Library Closings in 2026

- Thursday, January 1 - New Year's Day
- Sunday, April 5 - Easter
- Monday, May 25 -- Memorial Day
- Saturday, July 4 -- Independence Day
- Monday, September 7 -- Labor Day
- Monday, October 12 -- Staff Development Day
- Wednesday, November 25 -- Day before Thanksgiving close at 5:00 p.m.
- Thursday, November 26 -- Thanksgiving Day
- Thursday, December 24 -- Day before Christmas
- Friday, December 25 -- Christmas Day
- Thursday, December 31 -- Day before New Year's close at 5:00 p.m.

#2025-075 Resolution of Appreciation for Ana Trejos to recognize her many years of service to the Lorain Public Library System

#2025-076 Resolution of Appreciation for Dolly Marciniak to recognize her many years of service to the Lorain Public Library System

#2025-077 Resolution to approve a 3% Cost of Living Adjustment for Non-Bargaining Unit Staff effective for the pay period including January 1, 2026

#2025-078 Resolution to Approve the Acceptance of Bequest - \$1,000,000 from the estate of Dorothy Lockspeiser unrestricted to use

#2025-079 Resolution to Approve the Acceptance of Grant - \$10,000 for mobile Create Space from the Foundation of the Lorain Public Library System, Inc.

#2025-080 Resolution to Approve the Acceptance of Grant - \$1,556 for tutoring supplies from the Foundation of the Lorain Public Library System, Inc.

#2025-081 Resolution to Approve the Acceptance of \$5,000 for 1,000 books before kindergarten from the Foundation of the Lorain Public Library System, Inc.

#2025-082 Resolution to Approve the 2026 Appropriations

Lorain Public Library System

RE: 2026 Permanent Appropriations

	2026 Expense Budget
101 GENERAL FUND	
Personnel	2,825,900.00
Other	3,262,481.66
TOTAL GENERAL FUND	<u>6,088,381.66</u>
110 N RIDGEVILLE LEVY	
Personnel	887,106.00
Other	770,025.00
TOTAL N RIDGEVILLE LEVY	<u>1,657,131.00</u>
112 AVON LEVY	
Personnel	776,800.00
Other	1,511,462.00
TOTAL AVON LEVY	<u>2,288,262.00</u>
120 COLUMBIA LEVY	
Personnel	470,450.00
Other	245,550.00
TOTAL COLUMBIA LEVY	<u>716,000.00</u>
122 DOMONKAS LEVY	
Personnel	415,850.00
Other	216,525.00
TOTAL DOMONKAS LEVY	<u>632,375.00</u>
130 LORAIN LEVY FUND	
Personnel	1,682,300.00
Other	2,714,042.00
TOTAL LORAIN LEVY FUND	<u>4,396,342.00</u>
201 LOCAL GRANT FUND	
Other	15,000.00
TOTAL LOCAL GRANT FUND	<u>15,000.00</u>
215 BOOK MEMORIAL	
Other	46,500.00
TOTAL BOOK MEMORIAL	<u>46,500.00</u>
330 DEBT SERVICE	
Other	690,562.00
TOTAL DEBT SERVICE	<u>690,562.00</u>
401 BUILDING/REPAIR	

Other	2,700,000.00
TOTAL BUILDING/REPAIR	<u>2,700,000.00</u>
701 HAGEMAN TRUST	
Other	50,000.00
TOTAL HAGEMAN TRUST	<u>50,000.00</u>
Report Total :	<u><u>19,280,553.66</u></u>

#2025-083 Resolution to Approve the 2026-2028 Strategic Plan

Mr. Byrne arrived at 5:19 p.m.

#2025-084 Resolution to Recommend to the Lorain City School District, Board of Education for Appointment of Max Schaefer for a term as Trustee for the period January 15, 2026 to December 31, 2029

Mr. Ackerman moved, Mr. White seconded approval of all Consent Items #2025-073 to #2025-084.

Roll Call for all Consent Items #2025-073 to #2025-084: yeas, unanimous

#2025-085 RESOLUTION REQUESTING THE LORAIN CITY SCHOOL DISTRICT, LORAIN COUNTY, OHIO TO SUBMIT TO THE ELECTORS OF THE LORAIN PUBLIC LIBRARY SYSTEM SERVICE AREA THE QUESTION OF A RENEWAL TAX LEVY FOR CURRENT EXPENSES OF THE LORAIN PUBLIC LIBRARY SYSTEM

Ms. Snipes-Martin moved, Mr. White seconded to approve the RESOLUTION REQUESTING THE LORAIN CITY SCHOOL DISTRICT, LORAIN COUNTY, OHIO TO SUBMIT TO THE ELECTORS OF THE LORAIN PUBLIC LIBRARY SYSTEM SERVICE AREA THE QUESTION OF A RENEWAL TAX LEVY FOR CURRENT EXPENSES OF THE LORAIN PUBLIC LIBRARY SYSTEM.

Roll Call for Resolution #2025-085: yeas, unanimous

#2025-086 Resolution of Appreciation for Monica Snipes-Martin

Mr. Ackerman moved, Ms. Torres seconded to approve the Resolution of Appreciation for Monica Snipes-Martin to recognize her many years of service to the Lorain Public Library System as a Trustee.

Roll Call for Resolution #2025-086: yeas, unanimous

#2025-087 Resolution to Approve Entering Executive Session to Discuss Personnel Matters related to Compensation of Public Employees

Mr. Ackerman moved, Ms. Snipes-Martin seconded to approve Entering Executive Session to Consider the Employment and Compensation of Public Employees.

Roll Call for Resolution #2025-087: yeas, unanimous

Entered Executive Session at 5:24 p.m.

#2025-088 Resolution to Approve 3% increase for salary of CEO Diamond-Ortiz and CFO Angney.

Mr. Byrne moved, Mr. Ackerman seconded to approve 3% increase for salary of CEO Diamond-Ortiz and CFO Angney.

Roll Call for Resolution #2025-088: yeas, unanimous

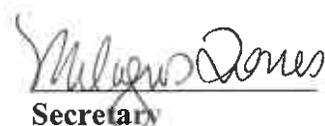
Reconvened at 7:07 p.m.

With no further business to come before the Board, the meeting was adjourned at 7:10 p.m.

ATTEST:



President



Secretary

