

Board of Trustees
December 19, 2019

LORAIN PUBLIC LIBRARY SYSTEM
Lorain, Ohio

Minutes

Thursday, December 19, 2019, 5:00 p.m.
North Ridgeville Branch Library, 35700 Bainbridge Road, North Ridgeville, OH
Regular Business Meeting

Roll Call

Dr. Tomas called the meeting to order at 4:35 p.m., and welcomed all to the North Ridgeville Branch

Present: Dr. Badillo, Col. Belanger, Ms. McClelland, Ms. Snipes, Dr. Tomas, Ms. Torres, Ms. Schiemann

Regular Business

Ms. McClelland found a conflict of interest in 2019-125.

#2019-119 Approval of Minutes

Ms. McClelland moved, Ms. Torres seconded that the minutes of the November 21, 2019 meeting be approved.

Roll Call: yeas, unanimous

#2019-120 Approval of Chief Fiscal Officer's Report

Ms. Rich reported to the Board that the month end cash balance for November was \$14,314,595.68.

Operating funds \$9,231,138 were unencumbered.

Bank report \$497,482.62.

Total Revenue 10,519,502.

Total Expense 9,476,980

Roll Call: yeas, unanimous

Report of the Director

Ms. Diamond-Ortiz said good afternoon and welcome to North Ridgeville!

Ms. Diamond-Ortiz said that the 2018 Annual Report was posted and will now start to work on 2020. She mentioned most of the Program of Work was completed and was working on 2020 to get approved

Board of Trustees
December 19, 2019
Committee Reports

None

Audience Participation

Supervisors

Jennifer Winkler Thanked and welcomed everyone. Said she was pleased with the levy outcome and that it won by the highest margin ever at 75%. Jennifer showed a clip of when North Ridgeville was on the TV station. She mentioned Rotary donated \$1,200 to North Ridgeville for programming. She also mentioned the Heart and Soul and Parks and Recreations were partners and they had a lot of programming happening. Also O'Neal Senior reading program was doing well. She about getting the word out about the drive through window because not all patrons know of it. North Ridgeville had 79 children attend the Gingerbread program and 90 participated in the Windjammer program.

Friends of the Library

North Ridgeville friends will be meeting in January
Columbia friends had a party Tuesday, December 17 and put a cart out for book donations
Lorain friends will be meeting in January and will be having book sales at South this year also
Avon friends raised \$445 in November book sale

Foundation of the LPLS

The next Foundation meeting will be in January 2020.

New Business

#2019-121 Resolution of Appreciation for North Ridgeville Levy Committee

WHEREAS, the Lorain Public Library System benefits from the work and commitment of many community volunteers; and

WHEREAS, the success of the North Ridgeville Branch library levy was dependent on the dedication and hard work of the North Ridgeville Library Levy Committee; and

WHEREAS, the leadership of Levy Chairperson , Treasurer and Friends President , and the tireless efforts of the levy committee resulted in an overwhelming 75.10% victory for the North Ridgeville Branch library; and

WHEREAS, the North Ridgeville Library Levy Committee has contributed a considerable amount of personal and professional time to the library;

THEREFORE BE IT RESOLVED, that the Lorain Public Library System Board of Trustees does publicly acknowledge Levy Chairperson Karen Sigsworth, North Ridgeville Library Levy Committee members Gene Kleinholz, Meagan Hayes, Friends of the North Ridgeville Library, SEIU District 1199 and many other levy volunteers who helped behind the scenes and extends its appreciation on behalf of the board and staff.

Board of Trustees
December 19, 2019

#2019-122 Approval to Move into Executive Session to Discuss Upcoming Labor Negotiations and Disposition of Real Estate Property

Ms. Torres moved, Ms. Schiemann seconded to enter into executive session at 5:19 p.m.
Reconvened 5:58 p.m.

#2019-123 Approval for the Library to Apply for a Grant from the Stocker Foundation

Ms. Torres moved, Ms. Schiemann seconded to authorize the Library apply for a grant in the amount of fourteen thousand, four hundred forty dollars (\$14,440) from the Stocker Foundation to support the creation of the Passport to Kindergarten kits, kits for distribution to new mothers in Lorain County through Lorain County Public Health and the purchase of books to support early literacy.

Roll Call: yeas unanimous

#2019-124 Approval of Wage Increases to New Ohio Minimum Wage of \$8.70/Hour

Dr. Badillo moved, Ms. Torres seconded to approve wage increases to \$8.70 a hour for the following employees, effective December 29, 2019

Roll Call: yeas unanimous

Emma Bushong	Jerome Frank Fistek	Julian Hodge
Zoie Jarem	Tara Marie Kuriger	Alyssa Mendiola
Jillian Schwab		

#2019-125 Approval to Purchase Digital Content from Overdrive

To purchase OverDrive Advantage 2.0 in the amount of Thirty Thousand Dollars (\$30,000) to provide patrons with digital books, audiobooks, and magazines

Roll Call: yeas unanimous, Ms. McClelland abstained

#2019-126 Approval to Purchase Digital Content from Hoopla

Dr. Badillo moved, Ms. Torres seconded to purchase Forty Thousand Dollars (\$40,000) in downloadable music, to provide patrons with downloads of books, audiobooks, music, and videos

Roll Call: yeas unanimous

Board of Trustees
December 19, 2019

#2019-127 Approval to Revise the Library's Smoke-Free Places Policy

Dr. Badillo moved, Ms. Torres seconded to approve the revision of the Library's Smoke-Free Places policy (3.06) to comply with the Ohio Smoke-Free Workplace Act and prohibit the use of electronic smoking devices on Library premises.

Roll Call: yeas unanimous

#2019-128 Approval of Participation in NEO-RLS for 2020-2021

Dr. Badillo moved, Ms. Torres seconded to approve participation in NEO-RLS for the period July 1, 2020 to June 30, 2021.

Roll Call: yeas unanimous

#2019-129 Notice to Withdraw from NEO-RLS July 1, 2021

Dr. Badillo moved, Ms. Torres seconded to approve a notice to withdraw from participation in NEO-RLS on July 1, 2021.

Roll Call: yeas unanimous

#2019-130 Approval to Renew Institutional Membership in Ohio Library Council for 2020

Dr. Badillo moved, Ms. Torres seconded to authorize the expenditure of an amount not to exceed fifteen thousand dollars (\$15,000) for the Library's institutional membership in Ohio Library Council for 2020.

Roll Call: yeas unanimous

#2019-131 Approval of 2020 Estimated Revenues - General and Levy Funds

Ms. Torres moved, Dr. Badillo seconded to approve the 2020 Estimated Revenues - General and Levy Funds

Roll Call: yeas unanimous

#2019-132 Approval of 2020 Estimated Revenues - Other Funds

Col. Belanger moved, Ms. Snipes seconded to approve the 2020 Estimated Revenues - Other Funds

Roll Call: yeas unanimous

#2019-133 Approval of 2020 Permanent Appropriations Budget

Ms. Torres moved, Ms. Snipes seconded to approve the 2020 permanent appropriations budget

Roll Call: yeas unanimous

Board of Trustees
December 19, 2019

#2019-134 Approval to Amend Agreement with Bialosky Cleveland for Design Build Services Related to the Renovation and Construction of the Culinary Makerspace at Main Library

Col. Belanger moved, Ms. Schiemann seconded to authorize the Library amend the agreement with Bialosky Cleveland increase the purchase order 2019001675 with Bialosky Cleveland from thirty-six thousand, nine hundred and three dollars (\$36,903) to two hundred and eight thousand, sixty dollars (\$208,060) for design build services related to the renovation and construction of a culinary makerspace at Main Library.

Roll Call: yeas unanimous

#2019-135 Approval to Enter into Contract with Bodnar Printing for the Printing of Four Issues of Library Newsletter in 2020

Dr. Badillo moved, Col. Belanger seconded to authorize the Library to enter into an agreement with Bodnar Printing for an amount not to exceed one hundred four thousand, three hundred sixty eight dollars (\$104,368) to print four issues of the Library's newsletter and distribute for placement in local newspapers.

Roll Call: yeas unanimous

#2019-136 Approval to Renew Contract with Emerge Inc. to Host and Support Library Website

Ms. Torres moved, Col. Belanger seconded to authorize the Library to renew the contract with Emerge Inc. in an amount not to exceed twenty one thousand, six hundred (\$21,600) to host and support the Library's website in 2020.

Roll Call: yeas unanimous

#2019-137 Approval to Amend Agreement with Roetzel Consulting

Col Belanger moved, Ms. Torres seconded to amend the agreement and increase purchase order #2019000281 with Roetzel Consulting in an amount not to exceed five thousand dollars (\$5,000) for messaging and informational consulting related to the Avon Branch Library project.

Roll Call: yeas unanimous

#2019-138 Approval to Enter into an Agreement with Sommer Electric for LED Retrofit at South Branch Library

Ms. Torres moved, Ms. Schiemann seconded to authorize the the Library to enter into an agreement with Sommer Electric in an amount not to exceed forty one thousand, three hundred seventy five (\$41, 375) for the LED retrofit at South Branch.

Roll Call: yeas unanimous

Board of Trustees
December 19, 2019

#2019-139 Approval to Purchase Furniture from Ohio Desk for the Toni Morrison Room at Main Library

Ms. Snipes moved, Col. Belanger seconded to authorize the Library to purchase furniture for the Toni Morrison Room from Ohio Desk at state contract pricing in an amount not to exceed forty two thousand, thirty two dollars and forty seven cents (\$42,032.47).

Roll Call: yeas unanimous

#2019-140 Approval to Enter into an Agreement with Henceroth Construction to Widen Door at Main Library

Dr. Badillo moved, Ms. Torres seconded to authorize the Library to enter into an agreement with Henceroth Construction to widen the delivery door at the dock of Main Library in an amount not to exceed thirteen thousand, five hundred fifty dollars (\$13,550).

Roll Call: yeas unanimous

#2019-141 Approval to Enter into an Agreement with Johnson Controls to Replace Air Conditioning at Columbia

Col. Belanger moved, Ms. Schiemann seconded to authorize the Library to enter into an agreement with Johnson Controls to replace the existing air conditioning units at Columbia Branch for an amount not to exceed to fifty thousand, nine hundred thirty dollars (\$50,930) in accordance with the recommendations from the 2018 facilities study.

Roll Call: yeas unanimous

#2019-142 Approval to Adopt the 2020-2022 Strategic Plan

Col. Belanger moved, Ms. Snipes seconded to adopt the 2020-2022 strategic plan, including mission and vision statements and a commitment to the core values of adaptability, curiosity and empathy.

Roll Call: yeas unanimous

VIII. Other Agenda Items

#2019-143 Approval to Award Chief Fiscal Officer a one-time bonus of \$2,000


Roll Call: yeas unanimous

IX. Next Meeting: January 16, 2020 at 5 p.m. at North Ridgeville Branch

Organizational Meeting: January 16, 2020 4:30 p.m. North Ridgeville Branch

Board of Trustees
December 19, 2019
Adjournment Time: 6:26 p.m.

Attest:

, President

, Secretary

