

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes
December 8, 2022

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday, December 8, at 6:00 pm at Ida Rupp Public Library. The following Trustees were present Margy VanLerberghe, Jim Widmer, Jane Held, Maryanne Laubner, Lynne Kroeger, Kevin Francis and Kevin Kast. Also present were Lindsay Faust, Director and Courtney McGrath, Assistant Director.

Recognition of Maryanne Laubner

Jim Widmer presented a proclamation in honor of Maryanne Laubner’s service to the board.

Jim Widmer moved to accept the proclamation and Kevin Francis seconded the motion. Proclamation passed unanimously by roll call vote.

Public Comments/Correspondence

None

Approval of the Minutes

Ms. Faust presented the minutes from the November 11 regular meeting.

Margy VanLerberghe noted a correction was needed in that she voted against the motion to adopt the second version of the 2023 Library Calendar.

Maryanne Laubner moved that the minutes the November 11, 2022 regular meeting be approved with Margy VanLerberghe’s correction. Jim Widmer seconded the motion. Motion carried by voice vote.

Staff Recognition

Tina Manning, 3 years.

Review, Discussion, and Approval of Financial Report

The Financial Report for November 2022 was distributed, reviewed and discussed as follows:

Revenue: \$78,984.15

Expenditures: \$100,054.04

Salaries	\$54,756.91
Employee Fringe Benefits	\$14,548.15
Supplies	\$1,543.73
Purchased/Contract Services	\$10,127.90
Library Materials	\$17,933.45
Capital Outlay	\$0
Other Objects	\$1,143.90
Contingency	\$0
General Fund Total	\$100,054.04

Year-to-date November financials in total and by location were presented by Lindsay Faust.

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Jim Widmer moved to accept the financial report and approve expenditures. Kevin Kast seconded. Motion passed by voice vote.

Donations to Library

There were two donations to the library in November. A donation of fifty dollars was made in memory of Edward and Jean Cihla by an anonymous donor who will “miss their visits to the library.” A donation of \$250 was made by the Port Clinton Artists’ Club to benefit library programming.

Director’s Report

- Ms. Faust reported on the library’s collaboration with the Ottawa County Community Foundation for the Giving Tuesday Open House. There were many activities and those who attended enjoyed.
- The Portage Resale Center awarded the library with a grant to purchase digital library books that can be accessed by QR code. The QR codes will be disseminated throughout the community for children to access in places like laundromats and waiting rooms. Courtney McGrath applied for the grant and will be working with the children’s staff to get the books into the community.
- The library received a summons in regards to an estate that the library has been named a benefactor. The County Prosecutor has confirmed that no action is needed on behalf of the library at this time.
- Lindsay and Courtney are VERY grateful for all of our staff who have stepped up to fill in for programs, desk shifts and many other areas that need covered due to a staff shortage.
- Dave Kimmel hosted an Antiques Show and Tell at Marblehead that was featured in the newspaper.
- Erie Islands continued to host their community programs with “Scams and Fraud” being the most popular. A surprise successful program was making magazine trees.

Committee Reports

Kevin Kast reported on behalf of the nominating committee that a slate of officers is ready to be presented at the Organizational Meeting in January. Current officers have agreed to retain their positions.

Items for Discussion:

A. Board Vacancy

With Maryanne Laubner’s term ending at the end of the month, Margy VanLerberghe requested that each board member come to the next meeting with the name of a prospective board member.

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B. Board Nominations

An update was already provided by Kevin Kast during committee reports that officers have agreed to continue in their current roles.

C. HBM Meeting

Ms. Faust gave an update that HBM would like to have a meeting with the board to discuss our next steps in the remodeling project. Prospective dates and times were discussed. The board agreed to request HBM to meet at 5:00 pm prior to the next board meeting.

Executive Session

At 6:44 pm Kevin Francis made a motion to go into executive session to consider the employment and compensation of a public employee. Jim Widmer seconded the motion.

Roll call vote

Margy VanLerberghe, aye

Jim Widmer, aye

Jane Held, aye

Maryanne Laubner, aye

Lynne Kroeger, aye

Kevin Francis, aye

Kevin Kast, aye

Motion carried.

The board reconvened in regular session at 6:55 pm.

There being no further business to come before the Board the meeting adjourned at 6:56 pm on a motion by Kevin Francis and a second by Jim Widmer. Motion carried by voice vote.

Jane Held, Secretary

Margy VanLerberghe, President

Lindsay Faust, Fiscal Officer