

# IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES

## Meeting Minutes

### March 13, 2025

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday March 13, 2025 at 6:00 pm at the Ida Rupp Public Library. The following Trustees were present: Jim Widmer, Lynne Kroeger, Jane Held, Laura de Roziere, Kevin Francis and Kevin Kast. Also present were Lindsay Faust, Director and Tim McKenna, Fiscal Officer.

The meeting was called to order at 6:00 pm by Jimi Widmer, followed by a reading of the Library's Mission Statement.

Public Comments – There were no public comments.

#### Approval of Minutes

Jane Held moved to approve the minutes of the February 13, 2025 regular meeting. Laura de Roziere seconded the motion. Motion carries by voice vote.

#### Staff Recognition

Megan Osborn, two years.

#### Review and Discussion of the February 2025 Financial Report

The Financial Report for February 2025 was presented and reviewed by Tim McKenna. Review included the Bank Reconciliation statement, revenues and expenditures for the month.

February Revenue: \$ 92,763.97

February Expenditures: \$487,591.59

Salaries	\$ 68,462.09
Fringe Benefits	\$ 14,618.53
Supplies	\$ 705.96
Purchased and Contracted Materials	\$ 13,146.50
Library Materials	\$ 21,904.35
Capital Outlay	\$363,810.44
Other	\$ 2,943.72

Kevin Kast moved to approve the financial statements for February 2025. Lynne Kroeger seconded. Motion carries by voice vote.

Donations to the Library – There were no donations in February.

#### Directors Report – Lindsay Faust

- The Friends of the Library have agreed to pay for the replacement book drop at Bassett's.
- Finally, the new circulation desk is in use. While it will take some getting used to, having the items like faxing, copying and computers nearby is helpful.
- The remainder of the furniture has been installed or is in storage while the space opens up or is finished with the remodeling. The chairs for the children's tables are delayed due to the delivery truck being involved in an accident.
- The public restrooms are nearing completion.

From Courtney McGrath

- There was a passive Winter Reading challenge on Beanstack with 45 participants. The majority were from Ida Rupp. The overall winner was a young patron from the Erie Islands Branch.
- Two new programs which had good success were the cookie decorating and bingo for seniors. The cookie decoration program was hosted by the youth staff (Megan Osborn and Patty Curry) and had almost 40 participants. The Bingo for Seniors was hosted by Nichole Weatherwax and had just under 20 participants.
- Everyone has been working on the Summer Reading Program. There will be six large performances or presenters this year. Additional programs will be finalized by the middle of March.

From Laura Vollmer

- Working on the calendar for the Summer Reading Program to make sure all the performers are there as well as ideas for the guide book.

From Martha Love

- There were seven attendees at the Vineyard Book Discussion. The topic was "The Kiss Quotient" by Helen Hoang.
- There were twelve in attendance at the Port Clinton Senior Center to hear about recent biographies available at the library. An information sheet of these titles was shared with the attendees and also made available at the circulation desk.

From Nichole Weatherwax

- February was considered Nichole's first official month of programs.
- Spice Club was big in February with 49 kits picked up. The spice was Sage.
- The tech sessions went well with several happy patrons.
- Bingo for Seniors was great with eighteen in attendance.

From Megan Osborn

- The Owl Pellet Dissection with Imagination Station was great with 26 children registered and a total of 36 patrons who attended the event.
- The cookie decorating program on Valentine's Day, with help from Patty Curry, went well with 32 patrons attending. Port Clinton Schools had the day off and there were expressions of gratitude from parents and care givers.

From Sharlene Anderson

- Teen Dungeon and Dragons is going well with everyone getting to Level 3. This means that all are progressing through the storyline of the campaign.
- Story Time on February 4<sup>th</sup> – Ice Skating. Eleven kids and seven adults
- Contacted a local person with a therapy dog. Starting a new library program of dog therapy reading called 4 Paws for Reading. Hopefully this will become a year round program.

MARBLEHEAD BRANCH – Dave Kimmel

- Tech sessions continue with five patrons during February.
- The Tech Hour at Otterbein on February 19<sup>th</sup> had two participants.

- On February 7<sup>th</sup>, the branch hosted two sets of preschoolers for a Preschool Playdate program (“Who Let the Germs In”). Including parents and Danbury School staff there were 64 participants.
- February 11, Margaret Warren subbed for Dave to present his Puzzling Competition with nine participants in three teams competing.
- February 21<sup>st</sup> Margaret Warren held a program with nine adult participants tasting a combination of various salty and sweet treats.

#### ERIE ISLANDS Library- Karen Wilhelm

- February 5<sup>th</sup>, the new book club called “Take a Break” was held for the first time. There were four attendees who shared their favorite fiction book. The discussion at the March session will focus on biographies.
- There will be a new employee starting in March. Suzette Leucke is an island resident interested in working year-round.

In addition, Lindsay Faust gave an overview of the library statistics and staff training/development.

#### Committee Reports

There were no committee reports.

#### Items for Discussion

- A. 2025 Appropriations Resolution
  - a. Kevin Francis moved to approve Resolution #2025-003. Second by Lynne Kroeger. Motion passes unanimously by roll call vote.
- B. Irrigation Plumbing – Discussion of the need for irrigation at the StoryWalk® resulted in no action at this time. Suggestion gather more information on the water needs.
- C. Construction Change Order
  - a. Discussion of change recommended by Telamon Construction at a price of \$6,800.00.
  - b. Motion to approve by Lynne Kroeger. Second by Jane Held. Motion carries by voice vote.
- D. Buckeye Tech Solutions service contract renewal. Motion by Laura de Roziere to approve the contract at an annual cost of \$4,200.00. Second by Kevin Francis. Motion carries by voice vote.
- E. TNT Landscaping Maintenance
  - a. Discussion of TNT lawn/landscape care for IRPL grounds and StoryWalk® in the amount of \$10,236.25.
  - b. Motion to approve by Kevin Francis with request that TNT use a product other than Weed and Feed. Second by Laura de Roziere. Motion carries by voice vote.

Adjourn at 6:45 pm

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President

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Secretary

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Fiscal Officer