

# IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES

## Meeting Minutes

### October 9, 2025

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday, October 9, 2025 at 6:00 pm at the Ida Rupp Public Library. The following Trustees were present: Margy VanLerberghe, Jim Widmer, Jane Held, Lynne Kroeger and Laura de Roziere. Also present was Lindsay Faust, Library Director.

Margy VanLerberghe called the meeting to order at 6:00 pm.

Public Comments – There were no public comments.

Approval of Minutes – Laura de Roziere made a motion to approve the minutes of the September 11, 2025 meeting. Jane Held seconded. Motion carried by voice vote.

Erie Islands Operations – Karen Wilhelm, Erie Islands Library (EIL), Branch Manager joined the meeting via zoom to discuss challenges with staffing at EIL. The library has been unable to recruit additional employees and are operating with two employees. Lindsay Faust reached out to the Sandusky Library to learn about operations at the Kelleys Island Branch. Lindsay reported that Kelleys Island runs on an all-volunteer staff. Karen and Lindsay had discussions prior to the meeting about bringing on some volunteers to assist with keeping the library open. Karen is willing to give it a try. There was no objection from the board to attempt to recruit volunteers to assist at the branch with functions like checking books in/out and shelving books.

Staff Recognition – Dave Kimmel, 4 years; Patty Curry, 3 years

#### Review, Discussion and Approval of the September 2025 Financial Reports

Lindsay Faust informed the board that there were no financials to approve as Tim McKenna is having trouble with the September Bank Reconciliation. He is working with UAN to resolve the issues that seem to stem from retroactive raises. A summary of revenues and expenditures for September were shared.

Donations – There were a large number of donations in September, including an estate donation earmarked for Marblehead Peninsula Branch Library from Wanda Kershner. There were also a number of memorials in memory of Jean Alexander. A donation was also received in memory of former Ida Rupp Librarian, Marilyn Panovec.

5-Sep-25 The Kroger Co. \$70.02  
10-Sep-25 OWLS Memory of Mella Davies \$80.00  
17-Sep-25 Estate of Wanda Kershner Allocate to MPBL \$11,381.16  
19-Sep-25 Helen Taylor Robertson \$500.00  
26-Sep-25 Cindy & John Meegan Memory of Jean Alexander \$50.00  
26-Sep-25 Margaret Cook, Sue Best, Jeremy Best, Beth  
& Elise Hansen Memory of Jean Alexander \$100.00  
29-Sep-25 Laura Engler Memory of Marilyn Panovec \$25.00  
29-Sep-25 Chatelain Nieces/Nephews and Families Memory of Jean Alexander \$125.00  
29-Sep-25 Bill & Ruth Drew Memory of Jean Alexander \$100.00  
29-Sep-25 Christine Bruce Memory of Jean Alexander \$50.00  
29-Sep-25 Nancy & Gary Fay Memory of Jean Alexander \$50.00  
30-Sep-25 Sue Best Memory of Jean Alexander \$100.00

30-Sep-25 Elizabeth and Gerald Yarger Memory of Jean Alexander \$100.00  
30-Sep-25 Steven and Jennifer Nickel Memory of Jean Alexander \$50.00  
30-Sep-25 Denise and Larry Whitefeather Memory of Jean Alexander \$50.00  
30-Sep-25 B.G. and A.M Karhof Memory of Jean Alexander \$30.00  
30-Sep-25 Brent and Tamara Matthews Memory of Jean Alexander \$15.00

Director's Report – The roof continues to leak. Damscroder is supposed to follow up next week on two leaks that appeared repaired, but are dripping again.

Nichole Weatherwax has resigned effective October 30.

A job offer has been made and accepted for the Custodian Maintenance Technician position. We are awaiting their background check results.

Courtney McGrath and Nichole Weatherwax commented on the Manhattan Short Film Festival held at the library for a number of years. Based on the cost of participation and the lower turn out, it will likely be our final year participating.

Laura Vollmer worked on new guidelines for flyers with the new bulletin board area at the end of the 3<sup>rd</sup> Street Hallway. The space designed has proven to be a bit difficult to work with our previous marketing strategies.

Nichole Weatherwax planned a program with the Sandusky River Valley Beekeepers Association that was popular and well attended. She also had a bird feeder mug program that was at capacity and enjoyed by attendees.

Story Time continues to be very popular. Megan Osborn reports that the average monthly attendance was 27.2. The busiest hour of the week is during Story Time at Ida Rupp, per reports from our door counters. Megan also mentioned a nice interaction with a young patron who typically doesn't speak much interacting with her and the patron's mom mentioning that he talks about Megan at home.

Patty Curry is continuing to host the 4 Paws for Reading and shared in her report that a grandfather who has trouble getting his grandkids off of devices was happy to have them come and read instead of looking at a screen.

Sharlene Anderson reported that Teen D&D continues to be popular and the September session was one of the most fun to date. Sharlene has also been trying to get a book discussion for tweens off the ground in hopes of building a Battle of the Books team.

Margaret Warren reported that there are often children who do not want to leave the children's area when their parents say it's time to go.

Dave Kimmel is trying to plan some lower preparation programs for kids on Saturdays. The first attempt was a puzzle program, which brought in two adult participants. Dave also met with teachers at Danbury School to discuss a collaboration for the school year.

Karen Wilhelm reported that Story Time was their biggest hit of the month. She also thanked Lynne Kroeger and Jane Held for visiting the branch and participating in the Diamond Art Nautical Coaster program.

Lindsay covered a breakdown of library statistics and reported that she reached out to the other libraries in Ottawa County to find out what kinds of trends they are seeing. Oak Harbor responded and said they are seeing similar trends with a decrease in physical circulation and an increase in digital circulation.

Committee Reports – The Nominating Committee reported that Lynne Kroeger has volunteered to serve as Board President next year.

The Wage and Finance Committee met. Their update was shared in items for discussion.

Items for Discussion

- A. 2026 Calendar – The 2026 Library Calendar was presented. The holidays are the same as previous years. It was recommended to try moving the meeting that takes place at Erie Islands Library to June due to Bash on the Bay taking place in August.

Jim Widmer moved to adopt the 2026 Calendar as presented. Lynne Kroeger seconded. Motion carried by voice vote.

- B. Kevin Francis Board Term – Discussion was tabled until next meeting due to the absence of Kevin Francis.

- C. 2026 Budget – Laura de Roziere reported on the Wage and Finance Committee meeting. Options for cost of living raises were discussed at the committee meeting. 4% was recommended by the committee. The committee also discussed the potential to include some building projects in next year's budget and recommended that the Building and Grounds Committee make a list of priorities at their meeting next month. A draft of the budget was presented as well as a spreadsheet of salaries with various cost of living raises.

Jane Held moved to give staff a 4% cost of living increase, plus merit raise effective January 1, 2026. Laura de Roziere seconded. Motion carried by voice vote.

Jane Held passed out evaluation forms for the Fiscal Officer and Director and asked that trustees return them to the library by next Thursday.

Adjourn – Laura de Roziere moved to adjourn at 6:57 pm. Lynne Kroeger seconded. Motion carried by voice vote.

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President

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Secretary

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Fiscal Officer