

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes

September 11, 2025

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday September 11, 2025 at 6:00 pm at the Ida Rupp Public Library. The following Trustees were present: Margy VanLerberghe, Jim Widmer, Jane Held, Kevin Kast, Lynne Kroeger, Kevin Francis and Laura de Roziere. Also present were Courtney McGrath, Assistant Director and Tim McKenna, Fiscal Officer.

Margy VanLerberghe called the meeting to order at 6:00 pm followed by a reading of the library's Mission Statement.

Public Comments – There were no public comments.

Approval of Minutes – Jane Held made a motion to approve the minutes of the August 14, 2025 meeting. Laura de Roziere seconded. Motion carries by voice vote.

Staff Recognition – Laura Vollmer and Margaret Warren, 13 years, Susan Dress, 11 years, Jolene Lochotzki, 7 years, Jamie Kennedy, 3 years and Sharlene Anderson, 2 years.

Review, Discussion and Approval of the August 2025 Financial Reports

Tim McKenna reviewed the August Financial Summary and the Bank Reconciliation Statement.

August Revenue: \$663,549.41
August Expenditures: \$451,775.97

SALARIES	\$ 69,272.15
BENEFITS	\$ 16,483.14
SUPPLIES	\$ 357.89
PURCHASED & CONTRACTES	\$ 28,212.43
LIBRARY MATERIALS	\$ 16,024.57
CAPITAL OUTLAY	\$320,033.40
OTHER	\$ 1,392.39
TOTAL	\$451,775.97

Kevin Kast moved to approve the August Financials. Second by Jim Widmer. Motion carries by voice vote.

Donations – There was one donation to the Library in August from Lori Roberts-Cobbledick and Tom Cobbledick in the amount of \$500 in memory of Kathryn Cobbledick.

Director's Report – General Updates - Courtney McGrath

- Clean Team has been notified that their service contract is being terminated. Last day is November 13, 2025. The Custodian and Facility Maintenance Technician position has been posted with interviews in late September.
- The water meter has been replaced.
- The renovation punch list items should be fully completed. Waiting for close out documents. There will be a change order to address the issues with the temperature in the new children's program room.

From Courtney McGrath

- August was a little slower than expected.
- Sharlene Anderson was invited to the middle school for their open house. She was able to interact with several families and provide information on the new teen space and the different services that are offered.
- Margaret Warren and Megan Osborn went to the elementary school open house for grades 1-5 at Bataan. There were a few new library card applications.

From Nichole Weatherwax

- The Local Author's Fair went smoothy and the authors who signed up showed up. There were fifteen participants who interacted with the authors and even made some purchases.
- Rick Thomas from the Catawba Island Historical Society spoke about pleasure boating. There were eleven in attendance for the great presentation and pictures.

From Megan Osborn

- Average attendance for Story Times in August was 28.25 for the Tuesday morning sessions. This is higher than the past two years.

From Dave Kimmel – Marblehead Peninsula Branch Library

- There was a writing group session on August 5th with four attendees.
- There were eight Tech Help sessions in August.
- Sixteen books were taken to the Danbury Senior Center on August 16th.
- Jane Taylor is no longer with the library.

From Karen Wilhelm – Erie Islands Library

- Tuesday, August 19th Painter Sarah Cochran (alias Amy Huston) presented a class on how to paint a flow of water. Seven adults attended this program.
- August programs were well attended with three of the six events having seven patrons attend.
- The new furniture has been installed at the Erie Islands Library.

Courtney McGrath also gave an overview of the library statistics and overall program attendance.

Committee Reports – There were no committee reports

Items for Discussion

- A. HVAC Change Order - Courtney McGrath gave an overview of the estimate from Telamon Construction for the changes needed to parts of the HVAC system. This was tabled until more information can be obtained.
- B. MPBL Computers and additional IRPL Computers – Courtney McGrath gave an overview of the Buckeye Tech Solutions estimate for new computers at MPBL and IRPL to update to Windows 11 with a price of \$7,270.00. Jane Held moved to accept the estimate. Laura de Roziere seconded. Motion carries by voice vote.
- C. Resolution 2025-004: "Resolution Accepting the Amounts and Rates as Determined By the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor". The County Auditor's Office estimates this amount to be \$1,289,400 for the year beginning on January 1, 2026. Jim Widmer moved the adoption

of the Resolution. Second by Kevin Francis. Motion carries unanimously by Roll Call Vote.

- D. Audit Report – Tim McKenna gave a summary of the recently completed Audit for the years 2023 and 2024. The Audit Report is excellent.

Announcement – Margy VanLerberghe stated that she will not be Board President after 2025.

Adjourn – Jim Widmer moved to adjourn at 6:40 pm. Jane Held seconded. Carries by voice vote.

President

Secretary

Fiscal Officer