

IDA RUPP PUBLIC LIBRARY BOARD OF TRUSTEES

Meeting Minutes

May 14, 2026

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday, May 14, 2026 at the Marblehead Peninsula Branch of the Ida Rupp Public Library. The following Trustees were present: Jim Widmer, Margy VanLerberghe, Laura de Roziere, Kevin Kast, Jane Held and Kevin Francis. Also present were Lindsay Faust, Director, Brian Herzog, Assistant Director, Tim McKenna, Fiscal Officer, Dave Kimmel, Marblehead Branch Manager and Kristina Smith.

The meeting was called to order by Jim Widmer at 6:00 pm.

Jim Widmer introduced Brian Herzog, the new Assistant Director of the library.

Jim Widmer recognized the resignation from the Board of Trustees by Margy VanLerberghe and read A Resolution recognizing Margy's more than sixteen years of service to the Board and the library.

Report from Marblehead Peninsula Branch Manager – Dave Kimmel

- Summer Reading is ready to go, including the collaboration with the Ottawa County Historical Society and the Marblehead Lighthouse.
- They found a new Story Time leader who is a local person.
- Found a new yoga instructor.
- The Art Wall is going well.
- New program collaboration with the Cub Scouts.
- Tech help sessions continue at the library and at Otterbein.
- Working on a Visit-to-the-Library program for Otterbein residents.

Approval of Minutes – Margy VanLerberghe made a motion to approve the minutes of the April 9, 2026 regular meeting, second by Kevin Francis. Motion carries by voice vote.

Staff Recognition – Jamie Seabrecht, nine years.

Jim Widmer introduced Kristina Smith, a prospective new Board member

Review, Discussion and Approval of the Financial Report for April 2026

Tim McKenna reviewed the Financial Summary and Bank Reconciliation Statement for April 2026.

April Revenues:	\$101,596.40
April Expenditures:	\$168,487.85

SALARIES	\$69,536.92
BENEFITS	\$21,550.23
SUPPLIES	\$ 1,055.74
PURCHASED & CONTRACTED	\$15,608.50
LIBRARY MATERIALS	\$28,127.10
CAPITAL OUTLAY	\$31,920.00
OTHER	\$ 597.36

Jane Held moved to approve the April 2026 Financial Report. Laura de Roziere seconded. Motion carries by voice vote.

Donations to Library – Lindsay Faust reviewed the donations for April

13-Apr-26 John Bell, Appreciation of Services \$10
14-Apr-26 The Best Book Club Ever, Memory of Jennifer Schroeder \$500.00
23-Apr-26 Linda Twarek/Abby Rainieri, Memory of Virginia Joy \$50.00
23-Apr-26 Jack Living Trust, \$2,908.63
April Total \$3,468.63

Directors Report – Lindsay Faust

- Attended an Accessible Ohio Sensory Training. This training gave guidance on how to create sensory kits and guides to make the library a more accommodating space for varying sensory needs.
- Dolly Parton Imagination Library in Ottawa County held a meeting about the future of the program and getting community feedback on how to move forward as the United Way is trying to transition away from managing the program.
- All library staff have begun training with the Ohio Persistent Cyber Improvement (OPC-I). The training is part of the mandate from The State to help government agencies avoid cyber pitfalls that can become very costly and disruptive. Working on composing a brief policy to keep the library in compliance and will be working with OPC-I to develop a more detailed incident response plan.

From Laura Vollmer

- Finished everything with Summer Reading and getting the guidebook finished. It was completed in time for the first school visits. There is a weekly newsletter set up to send out for Summer Reading programs and the Marketing Calendars are complete for all of Summer Reading.

From Martha Love

- Tax Forms for the 2025 tax year were available through April 18th. There were no issues with forms or major issues/questions this year.
- The April Local History newsletter went out to 161 subscribers on April 23rd. This has been well received.
- New book displays for adult titles in fiction, nonfiction and large print were rearranged to allow more horizontal areas for the new titles.

From Anthony Harlow

- Eleven patrons attended my first official program on April 7th – Birds of Ohio and Spring Migration in Northwest Ohio with an engaging lecture with Jasmine Cupp.
- The first Plant Swap was held on April 25th with a total of nineteen attendees. Plans are to do this again in either the Fall or next Spring. Plans are being considered to start a Seed Library and research into this idea is underway.
- Tech help has been steady for the month of April. There has been good interaction with the patrons and the ability to provide additional information about the library's services and programs.

From Elli Mason

- Starbooks was my first program at the library. This was to provide teens an hour after school to come by the library and unwind from their school week. Nine teens attended.
- Visit to the Port Clinton HS to talk with a class about the Summer Reading teen programs.
- The library was invited to present at the Stem Night at Immaculate Conception School where Sharlene Anderson and I collaborated on an experiment that inspired kids to learn about Surface Tension in water. The principal of ICS let us know that the booth was a great success and that we would likely be invited back for future events.

From Mary Kate Strimpfel

- The first "Read to SomeBunny" program had ten students attend, as well as another thirteen including parents and siblings. There was even a photographer from the Sandusky Register. The "buns" were provided by the Buckeye House Rabbit Society. Keith Zimmerman, who leads their Fremont Chapter provided information on adopting a rescued rabbit. Students were able to sit in the pen to read to their assigned rabbit.
- April 11 STEM Saturday had five attendees who enjoyed constructing their own marble run.
- Wednesdays in May will have "Construction Corner", a weekly opportunity for kids k-5th to build whatever they can imagine with Legos, Lincoln Logs, etc.

From Sharlene Anderson

- The D&D campaign ended with the successful freeing of the Queen of Prismeer.
- Every story time session, I will reiterate the "Story Time Lights" which help the children and caregivers understand when it is appropriate to talk to your neighbor, move around all silly and when to watch carefully.

From Karen Wilhelm – Erie Islands Library

- The staff at Erie Islands has had two volunteers for the past few months. Carol, one of the volunteers has indicated that she does not want to come in during the Summer. Jean has been coming in on Wednesdays and has caught on quickly to the Workflows program. It appears that none of the volunteers want to commit to being here in the Summer.
- There is also the pending construction to consider.

- April programs for adults were Adult Coloring, Cookies, Coffee & Conversation and Words & Wine Book Club.
- Children's program in April was good. The Story Time on April 17th had the theme of "Seeds" with eleven people joining in to read three books on seeds, sing a song and do finger plays.
- Hot Wheels on April 21st had fourteen children building tracks around the library.

In addition, Lindsay Faust provided information on library usage statistics. She also noted that Sharlene Anderson has just completed her MLS degree.

Committee Reports – Policy and Personnel Committee

Jane Held gave an overview of the meeting held at 5:30 pm on May 14, 2026. Items discussed were:

- Cyber Security Policy
- Adults use of a minor's library card. There is not currently a policy in place, just a tradition.
- Overdue ILL books. Reference to PS 3.52 and 3.62 suggested additions.

Items for Discussion

- A. Submission of Qualifications – Two firms submitted qualifications. Building and Grounds Committee will review.
- B. PLF Letter – Allocation of PLF funds among three Ottawa County Library systems. Motion to approve by Laura de Roziere, second by Kevin Francis. Motion carries by voice vote.
- C. ILL Policy Update – Recommended changes to PS 3.52 (Fees for Lost or Damaged Materials) and PS 3.63 (Interlibrary Loan). Motion to approve changes by Margy VanLerberghe, seconded by Jane Held. Motion carries by voice vote.
- D. Margy VanLerberghe Resignation – Motion to accept the resignation by Laura de Roziere, seconded by Kevin Francis. Motion carries by voice vote.

MOTION to move to Executive Session to discuss specialized details of security arrangements where disclosure of the information to be discussed in executive session might reveal information that could be used to commit, or avoid prosecution for, a violation of the law by division (G)(6) of section 121.22 of the Ohio Revised Code at 6:42 pm by Kevin Francis, second by Jane Held. Motion carries unanimously by Roll Call vote.

Return to Regular Session at 6:49

Motion to adopt the Ida Rupp Public Library Cybersecurity Policy by Kevin Francis, second by Kevin Kast. Motion carries by voice vote.

Motion to appoint Kristina Smith to Board of Trustees by Kevin Francis, seconded by Laura de Roziere. Motion carries by voice vote.

Meeting Adjourned at 6:52 pm.

President

Secretary

Fiscal Officer

