

IDA RUPPP PUBLIC LIBRARY BOARD OF TRUSTEES
Meeting Minutes
December 11, 2025

The regular meeting of the Board of Trustees of the Ida Rupp Public Library was held on Thursday December 11, 2025 at 5:30 pm at the Ida Rupp Public Library. The following Trustees were present: Margy VanLerberghe, Jim Widmer, Jane Held, Lynne Kroeger, Laura de Roziere, Kevin Kast and Kevin Francis. Also present were Lindsay Faust, Director and Tim McKenna, Fiscal Officer.

The meeting was called to order by Margy VanLerberghe at 5:30 pm followed by a reading of the library’s Mission Statement.

Public Comments – There were no public comments.

Approval of Minutes – Kevin Francis moved to approve the minutes of the November 13, 2025 meeting with corrections. Second by Jane Held. Carries by voice vote.

Staff Recognition – Recognition of Tina Manning for six years of service.

Review, Discussion and Approval of the Financial Report

Tim McKenna reviewed the Bank Reconciliation statement and the Financial Summary for November 2025.

Revenues: \$ 78,217.75
 Expenditures: \$206,836.49

SALARIES	\$64,450.06
BENEFITS	\$17,029.96
SUPPLIES	\$ 889.61
PURCHASED AND CONTRACTED	\$10,492.78
LIBRARY MATERIALS	\$16,223.18
CAPITAL OUTLAY	\$97,750.90
OTHER	\$ 0.00
CONTINGENCIES	\$ 0.00

Laura de Roziere moved to approve the financials for November 2025. Second by Kevin Francis. Motion carries by voice vote.

Donations to Library – Lindsay Faust reviewed the donations to the library during November.

24-Nov-25 Anonymous Memory of Roland Wahlers \$20.00
24-Nov-25 Mary Hudak Memory of Roland Wahlers \$30.00
24-Nov-25 Michael & Renee Salem Memory of Roland Wahlers \$100.00
24-Nov-25 Dennis Bird Memory of Roland Wahlers \$50.00
24-Nov-25 Barbara & James Wenzinger Memory of Roland Wahlers \$100.00
24-Nov-25 MaryKaye Pazder & Mark Jeanneret Memory of Roland Wahlers \$250.00
26-Nov-25 Betty Hitchings Memory of Rosemary Lannen \$30.00
November Total \$1,080.00
YTD Total \$30,188.39

Director's Report – Lindsay Faust

- Led two craft programs that Nichole Weatherwax had planned before her resignation. It was nice to do these programs, Fall Photo Frame and Cozy Fall Magnets, have a break from administrative work.
- Staff Development Day was a success with an abbreviated mental health first aid training from NAMI Northwest Ohio, Fire Extinguisher Training from the Port Clinton Fire Department and Cyber Security Training from Cyber Security expert, Edward Slusarski. There were also representatives from Allstate and Ohio Deferred Compensation there to review their offerings.
- Offers have been made to fill both the vacant youth positions.
- Kira Tate, the new Custodian and Facilities Maintenance Technician started on November 17.
- Kanopy will go live on January 2, 2026.

From Courtney McGrath

- With the absence of two people from the children's department, Sharlene Anderson has decided to transition to working with the younger children, rather than the teens.
- Staff has been good about stepping up to help with programs and the circulation desk schedule.

From Laura Vollmer

- Worked with Sharlene Anderson and Margaret Warren get the books together in the Children's area.
- With help put together the Spice Club packets for December.
- The January calendar is set to be published.

From Martha Love

- Vineyard Book Discussion met to discuss "The Frozen River" by Ariel Lawhon.
- Changes from the "Vineyard" name and site to attract a broader audience were finalized. Starting in January 2026, the name will be changed to "We Read Wednesday" book club. The meeting will be held at the library rather than at the Vineyard on Catawba.

From Sharlene Anderson

- Teen Dungeons & Dragons continues to be a success.
- MineCraft Pixel Party was a well-attended and fun event.
- The Paint with Me Autumn program drew a strong group of patrons who were excited to participate in a guided seasonal art activity.

From Megan Osborn

- The Story Times attendance has been very good with the Dinosaur story time having 30 patrons in attendance.

From Patty Curry

- No-Sew Snake Stuffies attracted thirteen patrons to transform cute knee-high socks into their very own stuffed snake.

From Dave Kimmel – Marblehead Peninsula Branch

- There were three well attended yoga sessions in November run by Katie Mazzeo. She is, unfortunately, retiring so they are looking for a new yoga instructor.
- November 22 Margaret Warren delivered a Crafting with Magoo program for kids. Four participants created Oreo Turkeys to take home to eat.

Erie Islands Library

- Suzette Leucke continues to have interest from patrons who want to learn to crochet.
- Words & Wine Book Club was held at Duff Homestead with seven ladies in attendance.
- Hot Wheels Tuesday, on November 18th, had nine children building tracks around the library.

In addition, Lindsay Faust gave an overview of the library statistics and usage.

Committee Reports – Wage and Finance Committee

Laura de Roziere gave a report of the Wage and Finance Committee meeting held December 11, 2025. The issues discussed were the ORC 9.44 Leave Payouts, the 2026 Capital Project Budget (projected to be \$1,000,000) and the 2026 Temporary Budget.

Items for Discussion

- A. ORC 9.44 Leave Payouts: The leave payout amount is calculated at \$5,273.24 and is owed to four employees. Laura de Roziere moved to approve the leave payouts as presented. Second by Jim Widmer. Motion carries by voice vote.
- B. Resolution 2025-005: 2026 Temporary Budget. Jim Widmer moved to approve the Resolution 2025-005. The motion was seconded by Laura de Roziere. The motion carried unanimously by Roll-Call vote.

6:55 pm Motion to adjourn by Kevin Kast. Second by Kevin Francis. Carries by voice vote.

President

Secretary

Fiscal Officer